

**Ministry of Advanced Education
Minister Transition Binder – June 2017**

Table of Contents

Ministry Profile	A
Legislation Overview	B
Summary of Minister’s Powers under Legislation and Delegations	C
GCPE Issue Notes	D



Ministry of Advanced Education Profile

The Ministry of Advanced Education (the Ministry) provides leadership and direction to the post-secondary education and training system in British Columbia. The Ministry plays a key role in helping ensure students can access post-secondary education, provides guidance on programming and reviews the quality of the programming proposed for instruction.

British Columbia's post-secondary education system is comprised of a variety of public and private institutions, which offer a range of education and training options.

British Columbia has 25 public post-secondary institutions (see Appendix A for institution list):

- 4 research universities
- 7 teaching universities
- 3 provincial institutes
- 11 colleges

More than 426,000 students are enrolled in at least one course at one of these institutions – taking classes at campuses, satellite locations or online learning throughout the province.

Public Universities (Teaching and Research)

The 11 public universities offer an array of undergraduate and graduate degree programs. Teaching universities also offer courses in trades, vocational, and career technical studies leading to certificates and diplomas, as well as developmental programs (such as adult basic education) that prepare adult learners for post-secondary studies. Some universities undertake original and applied research in a range of disciplines, while others undertake applied research and scholarly activities in support of their programming.

Public Colleges

The 11 colleges provide developmental programs that prepare adult learners for post-secondary studies, as well as courses and programs in trades, vocational, career technical and academic studies leading to certificates, diplomas and associate degrees. Some colleges also offer applied undergraduate degrees.

Public Institutes

The three provincial institutes are organized according to career, vocational and technical specialties, covering a wide range of occupations. They may offer credentials from certificates to degrees. One of the institutes, Nicola Valley Institute of Technology, has an Aboriginal mandate.

British Columbia also has:

- 13 private theological institutions with authority to grant theological degrees.
- 19 private or non-British Columbia public degree granting institutions authorized to offer and grant degrees.

- Approximately 330 private career training institutions offering a wide variety of certificate and diploma-level programs that are responsive to market demands including trades, business, arts, health care, and flight training.
- Over 40 Aboriginal controlled institutions.
- Approximately 40 unregulated private language schools offering English as a Second Language programs.

Student Financial Assistance

The Ministry administers a range of student financial assistance programs. In 2015/16, approximately \$666 million in student loans and grants were issued to approximately 63,600 B.C. students.

Aboriginal Post-secondary Education

The Ministry continues to work in partnership with Aboriginal post-secondary education partners to enable Aboriginal learners to succeed in an integrated, relevant, and effective post-secondary system. This includes funding delivery of post-secondary education and training in Aboriginal communities.

International Education

The Ministry oversees the British Columbia Council for International Education (BCCIE), a provincial Crown corporation, established to undertake initiatives that support provincial priorities for international education. Students are increasingly mobile and have access to educational opportunities around the world, both in person and online.

Ministry Organizational Structure

The Ministry has three divisions that work collaboratively with the post-secondary education system:

1. [Institutions and Programs](#): The division develops and executes public post-secondary strategies to implement Ministry policies and a broad range of program responsibilities including institutional research.
2. [Governance, Legislation and Strategic Policy](#): responsible for governance, quality assurance and strategic policy (including tuition policy and sector labour relations); planning, international education and intergovernmental relations; post-secondary audit and accountability (including research and data); and private career training regulation.
3. [Financial and Management Services](#): dual role in providing leadership and oversight both corporately for the ministry and more broadly for the public post-secondary sector in aspects of operating and capital grant allocation, financial reporting, information management, security and privacy, sector partnerships, and joint procurement opportunities.

Ministry Oversight

The Ministry oversees various agencies, boards and professional associations, including:

- [BCcampus](#): promotes innovation in teaching and learning through development of shared curriculum and learning resources. Leads the BC Open Textbook Project.
- [BC Council on Admissions and Transfer](#): facilitates admission, articulation, and transfer arrangements among B.C. post-secondary institutions.

Legislation

The Ministry is responsible for numerous pieces of legislation including 14 public Acts and 21 private Acts of the Legislature, including:

- [University Act](#): prescribes the powers, operations and procedures of universities in British Columbia, and sets out their structures, faculties, administrations and governing bodies. This Act governs the University of British Columbia, Simon Fraser University, the University of Victoria, the University of Northern British Columbia and institutions designated as special purpose, teaching universities. The designated special purpose, teaching universities are Capilano University, Emily Carr University of Art and Design, Kwantlen Polytechnic University, Vancouver Island University, and University of the Fraser Valley.
- [Royal Roads University Act](#): constitutes Royal Roads University, a university specializing in applied and professional fields, and maintaining teaching excellence and research activities that support the programs at the university in response to the labour market needs of B.C.
- [Thompson Rivers University Act](#): constitutes Thompson River University whose purposes are to offer baccalaureate and master's degree programs, to offer adult basic education and training, to undertake and maintain research and scholarly activities for these purposes and to provide an open learning educational credit bank for students. The university serves a defined region and has a provincial mandate for open learning.
- [College and Institute Act](#): governs public colleges and institutes. The statutory objectives of a college are to provide comprehensive courses of study at the first and second year levels of a baccalaureate degree program, applied baccalaureate degree programs, adult basic education, training and continuing education. Provincial institutes provide instruction and perform functions designated by the Minister, including offering technological and vocational instruction, as well as baccalaureate and applied master's degree programs.
- [Degree Authorization Act](#): prescribes the process whereby private institutions and public institutions from other jurisdictions may obtain authority to offer degree programs and grant degrees in B.C. The granting of degrees and use of the word "university" without authorization of the Minister are restricted.

Ministry Budget

The public post-secondary system accounts for approximately 12% of the governments overall operating expenses. The 2017/18 interim supply allocates approximately 50% of our more than \$1.9 billion operating budget and \$432 capital budget to support public post-secondary education delivery throughout the province.

B.C. Public Post-Secondary Institutions

Research Universities	Teaching Universities	Colleges
Simon Fraser University (SFU)	Capilano University (CAPU)	Camosun College (CAM)
University of British Columbia (UBC)	Emily Carr University of Art + Design (ECUAD)	College of New Caledonia (CNC)
University of Northern British Columbia (UNBC)	Kwantlen Polytechnic University (KPU)	College of the Rockies (COTR)
University of Victoria (UVIC)	Royal Roads University (RRU)	Douglas College (DOUG)
Provincial Institutes	Thompson Rivers University (TRU)	Langara College (LANG)
BC Institute of Technology (BCIT)	University of the Fraser Valley (UFV)	North Island College (NIC)
Justice Institute of BC (JIBC)	Vancouver Island University (VIU)	Northern Lights College (NLC)
Nicola Valley Institute of Technology (NVIT)		Northwest Community College (NWCC)
		Okanagan College (OKAN)
		Selkirk College (SEL)
		Vancouver Community College (VCC)

Summary of Statutes and the Minister's Powers under those Statutes

PUBLIC POST-SECONDARY EDUCATION LEGISLATION

University Act

The *University Act* constitutes the 4 research universities (University of British Columbia, the University of Victoria, Simon Fraser University, and the University of Northern British Columbia) and well as the 5 special purpose, teaching universities (Capilano University, Emily Carr University of Art and Design, Kwantlen Polytechnic University, Vancouver Island University and University of the Fraser Valley).

Universities are corporations created by statute that are largely autonomous entities. Universities, unlike colleges and institutes, are not agents of government. As such, a university's authority to act is not confined to the authority conferred on it by government. Consequently, the *University Act* contains few references to the Minister's powers. Section 48 provides that the Minister must not interfere with the exercise of powers conferred on a university, the Board of Governors, Senate or other constituent bodies respecting the formulation and adoption of academic policies and standards, the establishment of standards for admission and graduation, or the selection and appointment of staff.

Despite the prohibition of Ministerial intervention, the Minister has some discretionary powers under the Act, which include:

- approving new degree programs (s. 48);
- requiring reports and other information that the Minister considers necessary to carry out the Minister's responsibilities in relation to universities (s. 49);
- approving land dispositions and leases of land to a college affiliated with the University (s.50(2)); and
- approval by the Minister and Minister of Finance are required in order for a university to borrow money to finance a land acquisition or construction or renovation of a university building (s.58).

(NOTE: Authority has been delegated to the Deputy Minister and Assistant Deputy Minister, Financial and Management Services to approve property acquisitions and disposals, as set out above).

The Lieutenant Governor in Council appoints eight members of the Board of Governors to each of the universities with the exception of the University of British Columbia, to which government appoints 11 members.

The *Royal Roads University Act* and the *Thompson Rivers University Act* incorporate provisions of the *University Act* by reference.

College and Institute Act

The *College and Institute Act* provides for the designation of colleges and Provincial institutes by the Lieutenant Governor in Council. Upon designation, colleges and institutes are constituted as corporations. Presently, the designated institutions are:

- British Columbia Institute of Technology;
- Camosun College;
- College of New Caledonia;
- College of the Rockies;
- Douglas College;
- Justice Institute of British Columbia;
- Langara College;
- Nicola Valley Institute of Technology;
- North Island College;
- Northern Lights College;
- Northwest Community College;
- Okanagan College;
- Selkirk College; and
- Vancouver Community College.

All are agents of government; as such, their powers are exercised as agents of government and they can only act within the authority that the government has conferred on them. Consequently, the Minister's authority with regard to these institutions is significantly more comprehensive than it is for universities.

The Lieutenant Governor in Council appoints eight or more board members to each college and institute board.

Under section 2 of the Act, the Minister must do the following:

- establish, in consultation with the boards, policy or directives for post-secondary education and training;
- provide services the Minister considers necessary to an institution, and may require the institution to use the services provided; and
- make an annual report for the fiscal year to the Legislature about the state of post-secondary education and training in British Columbia.

(NOTE: Authority has been delegated to the Deputy Minister and Assistant Deputy Minister, Financial and Management Services to approve property acquisitions and disposals, as set out above).

The Minister may designate baccalaureate degrees and honorary degrees that a college or institute may grant.

In addition, the Minister has discretionary powers under the Act, which include:

- requiring institutions to issue diplomas or certificates to students who have successfully completed courses of instruction, or degrees to students meeting the applicable standards for the degree;
- approving (with the Minister of Finance) the borrowing of money for the purpose of acquiring land or equipping a building for the use of the institution; and
- approving (with the Minister of Finance) the acquisition and disposition of land.

PUBLIC POST-SECONDARY EDUCATION LEGISLATION

Sexual Violence and Misconduct Policy Act

The Act requires a post-secondary institution to establish and implement a sexual misconduct policy, including prevention measures and procedures for making and responding to complaints or reports of sexual misconduct involving a student. This Act applies to institutions established or continued under these four acts: *College and Institute Act*; *Royal Roads University Act*; *Thompson Rivers University Act*; and *University Act*.

The Minister may direct an institution to review its policy at any time. The Minister may also direct an institution to conduct a survey for the purpose of assessing the effectiveness of its policy and may specify:

- who must be included in the survey;
- questions to be asked;
- a deadline for submission of survey results;
- and the manner in which the survey must be conducted.

The Lieutenant Governor in Council has the power to make regulations under the act.

POST-SECONDARY EDUCATION LEGISLATION

Degree Authorization Act

The *Degree Authorization Act* regulates the granting of degrees and the use of the word “university”. Except for the public institutions listed in section 2 of the Act, no person may confer a degree, provide a program leading to a degree, advertise a program leading to a degree, sell a degree, or directly or indirectly use the term “university”.

The Minister may provide consent for an applicant to engage in any of the restricted activities. If the Minister is satisfied that the applicant has the necessary security to protect student interests and has met the criteria required by the quality assessment process, consent may be granted. The Minister is required to establish and publish the criteria used in the decision to grant or refuse consent. The Minister may suspend or revoke consent or change the terms of consent if a person fails to comply with the Act, regulations or terms and conditions of consent.

The Minister’s powers under the Act include the authority to authorize persons to:

- grant or confer a degree;
- provide a program leading to a degree to be conferred inside or outside British Columbia;
- advertise programs offered in British Columbia which lead to a degree to be conferred inside or outside British Columbia;
- sell, offer for sale or advertise for sale a diploma, certificate, document indicating or implying the granting or conferring of a degree;
- use the word “university”.

As well, the Minister may appoint inspectors to determine whether a consent should be suspended, revoked or amended, or whether a person has failed to comply with the Act or terms and conditions attached to a consent.

PUBLIC POST-SECONDARY EDUCATION LEGISLATION

Private Training Act

The *Private Training Act* provides consumer protection for students enrolled in British Columbia's private institutions. The Act prohibits the provision of instruction unless providers are certified institutions. Institutions, as defined in the Act, must meet the prescribed quality standards to be certified. Certain prescribed classes of programs may only be offered by institutions holding designation certificates.

The Minister's powers under the Act include the authority to:

- request a private post-secondary student's personal information from a certified institution;
- administer, as trustee, the Student Tuition Protection Fund, from which students may receive a refund of tuition fees paid to certified institutions that cease to operate;
- recommend to the Lieutenant Governor in Council the appointment of a commissioner;
- make regulations.

(NOTE: Authority has been delegated to the Assistant Deputy Minister, Governance, Legislation and Strategic Policy to exercise all powers and duties of the Trustee of the Student Tuition Protection Fund under the *Private Training Act* and applicable regulations.)

The Lieutenant Governor in Council's powers under the Act include making regulations, and appointing a commissioner on recommendation from the Minister, under the *Public Service Act*.

PUBLIC SECTOR LEGISLATION

Public Education Labour Relations Act

The purpose of the Act is to improve collective bargaining practices and procedures in the public school system and to promote positive working relationships in the public school system. The Act establishes the employers' association as the accredited bargaining agent for every board of education in British Columbia, which has exclusive authority to bargain collectively for the boards of education and to bind the boards of education by collective agreement. The employers' association is also the accredited bargaining agent for the purpose of bargaining collectively with support staff unions.

The Minister has no particular powers under this Act. The Labour Relations Board has exclusive jurisdiction to decide a question arising under the Act. The Lieutenant Governor in Council has the power to make regulations under the Act.

PROFESSIONAL LEGISLATION

Chartered Professional Accountants Act

The *Chartered Professional Accountants Act* establishes the Organization of Chartered Professional Accountants of British Columbia (amalgamation of the Certified General Accountants Association of British Columbia, the Certified Management Accountants Society of British Columbia, and the Institute of Chartered Accountants of British Columbia). The Organization is responsible for establishing qualifications and requirements for admission of members and students, regulating the practice of accounting by members, representing member and student interests, and promoting the profession.

The Act establishes four classes of members: chartered professional accountants, including fellows; associate members; technologist members; and other classes established by bylaw. Individuals other than members in good standing are prohibited from practicing professional accounting, as defined in the Act. Only members are entitled to use the designations "Professional Accountant" and "Chartered Professional Accountant" but membership is not mandatory in order to practice as an accountant or an auditor.

The Minister's powers under the Act include the authority to:

- review all bylaws confirmed at a meeting of the board;
- disallow any bylaw filed by the board;
- request, in writing, that the board make a new bylaw or amend or repeal an existing bylaw in relation to professional accounting corporations, in order to protect the public interest.

The Lieutenant Governor in Council appoints up to three persons to the Board of Directors of the Association and specifies the term. Where the board does not comply with the Minister's request for creation of a new bylaw, or amendment or repeal of an existing one, the Lieutenant Governor in Council may take action in accordance with the request.

Applied Science Technologists and Technicians Act

The *Applied Science Technologists and Technicians Act* constitutes the Association of Applied Science Technologists and Technicians of British Columbia. The Association is responsible for administering the Act and regulating its members. Members are entitled to use the designations "Applied Science Technologist" or "Certified Technician," but membership is not mandatory in order to practice.

Architects Act

The *Architects Act* constitutes the Architectural Institute of British Columbia. The Institute is responsible for administering the Act and regulating its members. Membership is mandatory in order to practice as an architect.

The Lieutenant Governor in Council appoints four persons to the Council of the Institute. The Lieutenant Governor in Council may disallow any bylaw within forty-five days of its filing with the Minister. The Lieutenant Governor in Council may require the registrar of the Institute to provide information to Government under the seal of the Institute.

PROFESSIONAL LEGISLATION

Architects (Landscape) Act

The *Architects (Landscape) Act* constitutes the British Columbia Society of Landscape Architects. The Society is responsible for administering the Act and regulating its members. Members are entitled to use the designation "Landscape Architect," but membership is not mandatory in order to practice.

The Lieutenant Governor in Council appoints four or more persons to the Board of Examiners.

Engineers and Geoscientists Act

The *Engineers and Geoscientists Act* constitutes the Association of Professional Engineers and Geoscientists of the Province of British Columbia. The Association is responsible for administering the Act and regulating its members. Members are entitled to use the designations of "Professional Engineer" or "Professional Geoscientist". Membership is mandatory in order to practice.

The Lieutenant Governor in Council appoints four persons to the Council of the Association. The Lieutenant Governor in Council may disallow a bylaw within forty-five days of its filing with the Minister.

Music Teachers (Registered) Act

The *Music Teachers (Registered) Act* constitutes the British Columbia Registered Music Teachers' Association. The Association is responsible for administering the Act and regulating its members. Members are entitled to use the designation "Registered Music Teacher" but membership is not mandatory in order to practice.

The Lieutenant Governor in Council appoints one person to the Board of Examiners. The Lieutenant Governor in Council approves the bylaws of the Association.

PRIVATE LEGISLATION

- *Canadian Pentecostal Seminary Act*
- *Carey Hall Act*
- *Christ College of Canada Society Act*
- *Columbia Bible College Act*
- *Mennonite Brethren Biblical Seminary Act*
- *Millar College of the Bible Act*
- *Northwest Baptist Theological College Act*
- *Okanagan Bible College Act*
- *Pacific Coast University for Workplace Health Sciences Act*
- *Pacific Life Bible College Act*
- *Regent College Act*
- *Sea to Sky University Act*
- *Seminary of Christ the King Act*
- *St. Andrew's Hall Act*
- *St. Mark's College Act*
- *Summit Pacific College Act*
- *Trinity Western University Act*
- *Trinity Western University Foundation Act*
- *University of Victoria Foundation Act*
- *Vancouver Bible Institute Enabling Act, 1968*
- *Vancouver School of Theology Act*
- *World Trade University Canada Establishment Act*

Summary of Minister's Powers under Legislation and Delegations

Below summarize Minister's powers under Ministry of Advanced Education statutes, and indicates whether or not these powers have been delegated through an instrument, such as an Order in Council. Pursuant to section 23 of the *Interpretation Act*, any powers assigned to a Minister in a statute also empower the Deputy Minister or an Associate Deputy to act on behalf of the Minister. The only exception to this general rule is for a Minister's power to enact regulations.

University Act

- requiring specific inclusions in a board's annual report (s. 32);
- approving new degree programs (s. 48);
- requiring reports and other information that the Minister considers necessary to carry out the Minister's responsibilities in relation to universities (s. 49);
- approving land dispositions and leases of land to a college affiliated with the University (s.50(2))¹; and
- approving (along with the Minister of Finance) the borrowing of money by a university to finance a land acquisition or construction or renovation of a university building (s.58).

College and Institute Act

- establish, in consultation with the boards, policy or directives for post-secondary education and training;
- provide services the Minister considers necessary to an institution, and may require the institution to use the services provided; and
- make an annual report for the fiscal year to the Legislature about the state of post-secondary education and training in British Columbia.
- The Minister may designate baccalaureate degrees and honorary degrees that a college or institute may grant.
- requiring institutions to issue diplomas or certificates to students who have successfully completed courses of instruction, or degrees to students meeting the applicable standards for the degree;
- approving (with the Minister of Finance) the borrowing of money for the purpose of acquiring land or equipping a building for the use of the institution; and
- approving (with the Minister of Finance) the acquisition and disposition of land.¹

¹ Authority to approve has been delegated to the Deputy Minister and Assistant Deputy Minister, Financial and Management Services (May 19, 2015 Decision Note)

Sexual Violence and Misconduct Policy Act

The Minister may direct a post-secondary institution to conduct a survey, specifying:

- who must be included in the survey;
- questions to be asked;
- a deadline for submission of survey results;
- and the manner in which the survey must be conducted.

Degree Authorization Act

- grant or confer a degree;
- provide a program leading to a degree to be conferred inside or outside British Columbia;
- advertise programs offered in British Columbia which lead to a degree to be conferred inside or outside British Columbia;
- sell, offer for sale or advertise for sale a diploma, certificate, document indicating or implying the granting or conferring of a degree;
- use the word “university”.
- The Minister may appoint inspectors to determine whether a consent should be suspended, revoked or amended, or whether a person has failed to comply with the Act or terms and conditions attached to a consent.
- Refuse consent if security prescribed in regulation is not given by person seeking consent.²

Private Training Act

- request a private post-secondary student’s personal information from a certified institution;
- administer, as trustee, the Student Tuition Protection Fund, from which students may receive a refund of tuition fees paid to certified institutions that cease to operate³;
- recommend to the Lieutenant Governor in Council the appointment of a commissioner (s. 59)
- make regulations.

Chartered Professional Accountants Act

- review all bylaws confirmed at a meeting of the board;
- disallow any bylaw filed by the board;
- request, in writing, that the board make a new bylaw or amend or repeal an existing bylaw in relation to professional accounting corporations, in order to protect the public interest.

² Under the DAA regulation, the administration of security is delegated by the Minister of Finance to Ministry of Advanced Education staff.

³ Authority has been delegated to Assistant Deputy Minister, Governance, Legislation and Strategic Policy to exercise all powers and duties of the Trustee of the Student Tuition Protection Fund by letter June 8, 2016

Ministry of Advanced Education

Issues Notes

Updated: June 13, 2017

Topic	Date
Adult Upgrading / Adult Basic Education	June 8, 2017
Emily Carr University of Art and Design Granville Island	May 3, 2017
Great Northern Way Trust	June 2, 2017
International Students in B.C.	May 3, 2017
Maple Leaf Educational Systems	May 3, 2017
Northern Marketing Initiative	May 3, 2017
Northwest Community College Houston Campus	May 17, 2017
Northwest Community College Renaming	May 3, 2017
Quest University Canada	May 9, 2017
Royal Roads University Hatley Park	May 8, 2017
Sale of King George International College to Sprott-Shaw	May 3, 2017
School of Traditional Chinese Medicine at Kwantlen Polytechnic University	May 18, 2017
Sexual Violence and Misconduct Policy Act	May 23, 2017
Strategic Investment Fund	June 8, 2017
Student Housing	June 8, 2017
Trinity Western University Law School	May 3, 2017
University of British Columbia Sexual Violence	June 8, 2017
University of British Columbia Unclaimed Paycheques	June 8, 2017
University of Northern British Columbia Deficit	May 15, 2017
#BCTECH Strategy Renewal	June 12, 2017

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 8, 2017

**Minister Responsible: Minister of Advanced
Education**

**Adult Upgrading / Adult
Basic Education**

ADVICE AND RECOMMENDED RESPONSE:

- **Adult upgrading courses moved from free tuition to a system where public post-secondary institutions can charge tuition to ensure sustainability for these important programs in the post-secondary sector.**
- **High-school courses in school districts remain free for students who have not graduated from high school and who are working toward a British Columbia Adult Graduation Diploma.**
- **Upfront, non-repayable Adult Upgrading Grants are available to eligible low-income post-secondary students to cover the cost of tuition, textbooks, supplies, student fees, transportation and unsubsidized childcare. Grants for half the cost of tuition are available for students with an income of 10% above the threshold.**
- **The income threshold for grants to cover all tuition and other expenses for a single person is \$24,144, while the income threshold for a student with two dependents is \$36,955.**

COST OF ADULT UPGRADING TUITION

- **In 2015, adult upgrading tuition fees were initially set by each institution up to a maximum of \$1,600 per semester of full-time studies of 20 to 25 hours per week over a 12 to 14 week semester; or approximately \$320 per course that runs for between three to five hours a week.**
- **The maximum adult upgrading fee was set to the equivalent of the average cost of tuition for an arts and science undergraduate program.**

IF ASKED ABOUT GRANT UPTAKE:

- **More students are taking advantage of the Adult Upgrading Grant: the number of students who accessed the grant increased by 70% to 7,192 students in 2015-16 compared to 4,244 students in 2014-15.**
- **In 2014-15, total expenditures for Adult Upgrading Grant were \$2.7 million. For 2015-16, the Ministry allocated a total of \$10.3 million.**

BACKGROUND REGARDING THE ISSUE:

Policy changes allowed public post-secondary institutions to charge for adult upgrading courses as of Jan. 1, 2015, while providing grants to eligible, low-income students.

A similar policy change allowed the Ministry of Education to introduce fees for adult high

school graduates taking academic upgrading courses in the K-12 system.

A Vancouver Sun editorial on Sept. 24, 2015 cited costs of \$550 per course in the K-12 system. It is up to school districts to determine the costs for these kinds of upgrading courses. The Ministry of Education is not monitoring fees.

Government provided public post-secondary institutions with \$6.9 million in one year transition funding in 2015-16 to plan for the new model.

The Ministry of Advanced Education provides base funding to public post-secondary institutions for ABE / Adult Upgrading courses as part of operating grants.

Eighteen public post-secondary institutions deliver adult upgrading courses in B.C. and most charge tuition. NVIT does not charge tuition for adult upgrading courses.

Adult upgrading courses were tuition-free from 2008 until public post-secondary institutions were allowed to start charging tuition starting Jan. 1, 2015. In 2008, the Ministry provided \$6.9 million in base funding for lost tuition.

The total number of adults accessing ABE by academic year has decreased 24% from 29,375 in 2009-10 to 22,290 in 2014-15.

Total ABE headcount in 2009-10: 29,375

Total ABE headcount in 2010-11: 26,990

Total ABE headcount in 2011-12: 25,840

Total ABE headcount in 2012-13: 24,670

Total ABE headcount in 2013-14: 24,065

Total ABE headcount in 2014-15: 22,290

Income threshold amounts for Adult Upgrading Grant align with the income thresholds for provincial and national student loan programs for low-income students. Grants for half the cost of tuition are available for students with an income of 10% above the income threshold. The table below shows maximum gross family income limits:

Family Size	Adult Upgrading Grant Thresholds	Income level at 10% above threshold
One	\$24,144	\$26,558
Two	\$30,059	\$33,065
Three	\$36,955	\$40,651
Four	\$44,866	\$49,353
Five	\$50,887	\$55,976
Six	\$57,392	\$63,131
Seven or more	\$63,898	\$70,288

Communications Contact: Rodney Porter

Program Area Contact: Bryan Dreilich

File Created: June 8, 2017

File Updated

Program Area	ADM / Deputy Minister	Communications Director
	Jeff Vasey / Sandra Carroll	

Program Area	ADM / Deputy Minister	Communications Director
	Jeff Vasey / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

**Emily Carr University of Art
and Design Granville Island**

ADVICE AND RECOMMENDED RESPONSE:

- The Ministry of Advanced Education, on behalf of Emily Carr University of Art and Design, is looking at options around the disposition of the South building on Granville Island.
- The main university campus is located in the North and South buildings on Granville Island that will be vacated in late 2017 once construction of the new \$122.65-million campus is completed at Great Northern Way.
- The North Building and its land were leased from Canada Mortgage and Housing Corporation for 65 years from Jan. 1, 1978 to Dec. 31, 2043 with no renewal options. The area of the North Building is 84,000 square feet. The North Building will be returned to Canada Mortgage and Housing Corporation at the end of 2017.
- The South Building is owned by Emily Carr University of Art and Design and is constructed on land leased from Canada Mortgage and Housing Corporation. The lease is for 47 years and four months, from Sept. 1, 1994 until Dec. 31, 2043. There are two renewal options: Jan. 1, 2044 to Dec. 31, 2058; and Jan. 1, 2059 to Dec. 31, 2068. The area of the South Building is 33,860 square feet.
- Emily Carr University can sub-let the South Building with consent from the landlord. The new lessee must be a public, non-profit organization or body.
- The intent of the provincial government is that any new tenant would result in the continuation of creative and performing arts on Granville Island.
- Canada Mortgage and Housing Corporation will need to ensure new usage confirms with the original intent of the lease as well as the Granville Island reference document, which oversees planning and zoning.
- Granville Island is currently engaging the public and a wide range of stakeholders about ensuring Granville Island remains a vibrant and relevant place in 2040.
- The 2040 Plan will respect and preserve the unique Granville Island experience, while also setting out a bold vision for the future.

BACKGROUND REGARDING THE ISSUE:

The main Emily Carr University of Art and Design (ECUAD) campus is accommodated in two buildings (North and South buildings) on Granville Island. These buildings will be vacated in late 2017 once construction of the new \$122.65-million ECUAD campus is completed.

The Ministry of Advanced Education, on behalf of ECUAD, is working jointly with the Real Property Division of the Ministry of Technology, Innovation and Citizens' Services in lease discussions with Canada Mortgage and Housing Corporation (CMHC).

The North building and its land are leased from CMHC and will be returned to CMHC at the end of 2017 for their use. CMHC has accepted the North building going back to CMHC. Some minor investment may be required for the North Building to remove tenant improvements and heavy equipment such as cranes and kilns. The extent of the investment is being finalized.

The South building is owned by ECUAD and constructed on land leased from CMHC until 2043.

s.13,s.17

CMHC is awaiting the outcome of the decision by government on a proposed new tenant.

The intent of the provincial government is that any new tenant would result in the continuation of creative and performing arts on Granville Island.

CMHC will need to ensure new usage confirms with the original intent of the lease and the Granville Island reference document, which details land zoning and planning.

There are no implications for First Nation consultation or accommodation requirements as the land is owned by CHMC.

Communications Contact: Rodney Porter
Program Area Contact: Kevin Brewster
File Created: May 3, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Kevin Brewster / Jeff Vasey / SC	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 2, 2017

**Minister Responsible: Minister of Advanced
Education**

Great Northern Way Trust

ADVICE AND RECOMMENDED RESPONSE:

- **Under the University Act and the College and Institute Act, public post-secondary institutions in British Columbia must obtain approval from the government before disposing of land.**
- **The Ministry of Advanced Education has not received a request for the approval of disposing of additional land at Great Northern Way.**
- **The Ministry expects that the sale of any property by a public post-secondary institution would be at fair market value.**
- **The Great Northern Way Trust manages the development and management of the site as a Government Business Enterprise.**
- **The Great Northern Way Trust is answerable to its four educational shareholders: British Columbia Institute of Technology, Emily Carr University of Art and Design, Simon Fraser University and the University of British Columbia.**

BACKGROUND REGARDING THE ISSUE:

Questions may be asked about the potential sale of two lots at the Great Northern Way site in Vancouver. Development of the site is overseen by a trust that represents four public post-secondary institutions.

The Great Northern Way Trust confirmed reports of an unsolicited offer from PCI Developments Corporation to purchase two lots at the site. The sale is not concluded.

PCI currently owns an adjoining lot. The board of directors agreed to negotiate outside of a competitive RFP process as it was felt to be in the best interests of the trust as the lot has a number of City of Vancouver obligations and restriction particularly that the site must be preserved as a SkyTrain construction staging area in future years.

Background on Great Northern Way

On Nov. 15, 2001, Finning International Incorporated gifted an undivided 80% of approximately 19 acres of land at the 500 block of Great Northern Way in Vancouver to four public post-secondary institutions: BCIT, ECUAD, SFU and UBC.

The land was valued at \$42 million of which the donated portion represented about \$34 million.

The four public post-secondary institutions purchased the remaining 20% for \$9.4 million on March 15, 2002 from a subsidiary of Finning.

As equal shareholders, the four institutions formed the Great Northern Way Campus Trust, a government business enterprise with a mandate to manage the development and educational use of the land. As a Government Business Enterprise, the Campus Trust operates independently from the four institutions with a separate appointed board of directors.

The four institutions appoint members to the GNW Trust board. The board includes independent and institutional representatives.

Land dispositions require approval by each shareholder and as a statutory requirement, Ministerial approval.

For the university partners (UBC, SFU and ECUAD), the University Act requires the Minister of Advanced Education to approve the disposition.

For BCIT, the College and Institute Act requires the Ministers of Advanced Education and Finance to approve the disposition.

Communications Contact: Rodney Porter
Program Area Contact: James Postans
File Created: June 2, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Kevin Brewster / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

International Students in B.C.

ADVICE AND RECOMMENDED RESPONSE:

- **International students bring a range of social, cultural and economic benefits to communities and post-secondary campuses throughout British Columbia.**
- **The latest numbers show that 136,905 international students selected British Columbia as a study destination in 2016.**
- **The number includes students with a study permit from Immigration, Refugees and Citizenship Canada in K-12 through to post-secondary, including public and private schools and institutions.**
- **The number of international students increased 52% to 136,905 in 2016 from 90,037 in 2010.**
- **In 2015, international students in B.C. are estimated to have spent more than \$3.5 billion on tuition, accommodation and living expenses, arts, culture and recreation. This supported almost 29,300 jobs and created a positive economic effect in communities throughout the province.**

IF ASKED ABOUT DISPLACEMENT OF DOMESTIC STUDENTS:

- **International students do not displace domestic students.**
- **International students generate additional seats and opportunities for domestic students, enable public K-12 and post-secondary institutions to add courses and facilitate the hiring of new faculty and staff.**
- **International students typically pay three to four times the tuition paid by domestic students at public institutions and their fees cover the direct and overhead costs of their studies in B.C.**

BACKGROUND REGARDING THE ISSUE:

Questions may be asked about the number of international students studying in British Columbia.

The international student data reported by British Columbia includes a unique count of individuals who held one or more valid study permits in the calendar year. The data source is Immigration, Refugees and Citizenship Canada.

Communications Contact: Rodney Porter
 Program Area Contact: Laurie Brucker / Kathryn Beaulac
 File Created: May 3, 2017
 File Updated:

Program Area	ADM / Deputy Minister	Communications Director
Kelly McConnan	Claire Avison / Sandra Carroll	

International Students in B.C.							
	2010	2011	2012	2013	2014	2015	2016
Total	90,037	97,800	106,658	116,291	126,497	130,053	136,905
Growth since 2010		9%	18%	29%	40%	44%	52%

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

**Maple Leaf Educational
Systems**

ADVICE AND RECOMMENDED RESPONSE:

- It is common for public universities in the province to have partnerships with organizations in British Columbia, Canada and globally.
- There is always ongoing communication about a range of post-secondary related topics between the Ministry and the 25 public post-secondary institutions.

IF ASKED:

- Universities must obtain approval from the Minister of Advanced Education before disposing (e.g. lease or sale) of their land.

BACKGROUND REGARDING THE ISSUE:

Questions may be asked about allowing Chinese companies to open private high schools on campuses at public post-secondary institutions in British Columbia.

Maple Leaf Educational Systems (MLES) is an independent international schools system based in China with several thousand students registered as B.C. offshore students.

Maple Leaf Education North America (MLENA) opened the first Maple Leaf School outside of China, Maple Leaf University School – TRU, on the campus of Thompson Rivers University (TRU) as a university preparatory high school. ^{s.17}

^{s.17}

In November 2016, MLES signed a memorandum of understanding with Kwantlen Polytechnic University (KPU) to open an additional university school at the Richmond campus in September 2017. ^{s.13,s.17}

^{s.13,s.17}

Subsection 50(2) of the University Act states:

Subject to the approval of the minister and to the terms of any grant, conveyance, gift or devise of land, a university may

(a) mortgage, sell, transfer, lease for not more than 99 years, or otherwise dispose of its land, and

(b) lease for any term any of its land to a college affiliated with the university.

Communications Contact: Rodney Porter
Program Area Contact: James Postans / Deborah Gogela / Nell
Hodges / Mary Shaw / Kelly McConnan
File Created: May 3, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Claire Avison / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

Northern Marketing Initiative

KEY MESSAGES

- The Northern Marketing Initiative will help strengthen the public post-secondary education system in northern British Columbia.
- The initiative aims to attract more domestic and international students to four northern public institutions – Northwest Community College, Northern Lights College, College of New Caledonia and University of Northern British Columbia.
- Public post-secondary institutions in the north have the capacity for additional domestic and international students.
- The marketing strategy will focus on B.C. students in the north and south as well as students from across Canada. Many students outside of Northern B.C. are not aware of the post-secondary options and benefits of studying in Northern B.C.
- International students will also be a focus as they bring social, economic and cultural benefits to communities and institutions.
- In 2015, international students in B.C. spent \$3.5 billion on tuition, accommodation and living expenses, arts, culture and recreation. This supported almost 29,300 jobs and created a positive economic effect on communities throughout the province.

IF ASKED ABOUT MARKETING BUDGET:

- Specifics around the campaign are being finalized. The final cost, duration and strategy will depend on how the campaign is received as it may need to be updated to ensure it reaches the target audience.

BACKGROUND REGARDING THE ISSUE:

The goal of the Northern Marketing Initiative is to increase awareness of Northern British Columbia as an education destination, resulting in increased domestic and international student enrollment at four public post-secondary institutions in the north:

- Northwest Community College.
- Northern Lights College.
- College of New Caledonia.
- University of Northern British Columbia.

In 2015, 130,053 international students studied in B.C. Of this total, 1.2% (1,589 students) studied in the Northern B.C. Region. By comparison, 77% (100,093 students) studied in the Mainland/Southwest Region. This highlights an opportunity to undertake activities, such as the Northern Marketing Initiative, to balance the distribution of students throughout the province.

The Northern Post-Secondary Council (NPSC), made up of the presidents from the four public northern post-secondary institutions and the Ministry of Advanced Education, is leading the initiative. The BC Council for International Education, as the project Secretariat, has been tasked with supporting the development of the strategy under the leadership and direction of the NPSC.

Seat utilization in the four northern institutions is dropping and recruiting additional students both domestic and international will assist in enrollment. For instance, seat utilization is as follows:

s.13

Communications Contact: Trish Fougner / Rodney Porter
Program Area Contact: Carrie Dusterhoft / Laurie Brucker / Kathryn Beaulac
File Created: May 3, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
Deborah Hull, Kelly McConnan	Jeff Vasey / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 17, 2017

**Minister Responsible: Minister of Advanced
Education**

**Northwest Community
College Houston Campus**

ADVICE AND RECOMMENDED RESPONSE:

- **Public post-secondary institutions are expected to make the best use of their resources.**
- **The Houston campus of Northwest Community College is being closed due to lack of student demand.**
- **Northwest Community College will continue to provide dual credit programming at the high-school in Houston and will deliver other programs if there is sufficient student demand.**

IF PRESSED:

- **There are no plans to dispose of the campus.**
- **Northwest Community College may decide to re-open the campus if there is sufficient student demand at some point in the future.**

IF ASKED ABOUT LAYOFFS:

- **Acknowledge the contributions that staff made to help students succeed.**
- **However, it is up to Northwest Community College to manage their resources including staffing decisions.**
- **It is not appropriate to comment on human resource matters.**

BACKGROUND REGARDING THE ISSUE:

Northwest Community College will close the Houston campus effective June 30 due to lack of students. Staff were provided with notice on May 16, 2017.

The number of students declined due to local demographics and the move of the alternative high-school to the main high school. Alternative high-school students had made up most of the college and career prep classes.

There are three full-time staff and two part-time staff at the Houston campus.

s.22

Three full-time staff received lay-off notices. These staff are comprised of two instructors and one receptionist/administration assistant.^{s.22}
s.22

There is no plan to sell the Houston campus at this time. The college will provide dual credit programming at the high-school and offer programs if there is sufficient demand.

NWCC closed their Kitimat campus this year due to lack of interest from students and the community.^{s.22}
s.22

Northwest Community College offers a variety of certificates, diplomas and associate degrees. The college has campuses in several northwest British Columbia communities: Hazelton, Masset, Prince Rupert, Queen Charlotte, Skidegate, Smithers and Terrace.

Communications Contact: Rodney Porter
Program Area Contact: Carrie Dusterhoft / Deborah Hull
File Created: May 17, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Jeff Vasey / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

**Northwest Community
College Renaming**

ADVICE AND RECOMMENDED RESPONSE:

- The Ministry of Advanced Education is aware of discussions that Northwest Community College is having with staff, students and the community about rebranding that could include a name change.
- There is always ongoing communication about a range of post-secondary related topics between the Ministry and the 25 public post-secondary institutions.
- The provincial government would need to approve a name change.

IF PRESSED:

- No formal request has been submitted to the Ministry by Northwest Community College requesting a name change.

BACKGROUND REGARDING THE ISSUE:

Northwest Community College is currently in the process of a rebranding project as part of broader strategic planning that could involve a name change.

s.12

A formal renaming will require the approval by the provincial government.

Communications Contact: Rodney Porter
Program Area Contact: Sean O'Melinn
File Created: May 3, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
Mary Shaw	Claire Avison / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 9, 2017

**Minister Responsible: Minister of Advanced
Education**

Quest University Canada

ADVICE AND RECOMMENDED RESPONSE:

- **Quest is a private, non-profit university located in Squamish B.C. that receives no funding from the provincial government.**
- **The Ministry of Advanced Education is in close contact with Quest University Canada and continues to monitor their financial situation.**
- **The university stated that it expects to start searching for a new, permanent president in the coming weeks.**

IF ASKED ABOUT QUALITY OR STUDENTS:

- **Students at Quest receive an exemplary quality of education and the Ministry is looking at the options for students to transition to other institutions to complete their program in the event of a closure.**

BACKGROUND REGARDING THE ISSUE:

s.17

The private, not-for-profit, secular university is a liberal arts and sciences university. It was founded by former University of British Columbia president David Strangway and opened in September 2007.

In a statement from the board of governors on May 8, 2017 confirmed that Peter Englert was no longer president and vice-chancellor. The board also eliminated the position of Executive Vice President.

Dr. Marjorie Wonham is the Interim President. She has been a faculty member for over six years. The search for a new, permanent president will be initiated in the coming weeks.

The statement added: "Year-to-date financial reports for Quest are the best they have been in the history of the university."

The chancellor is Daniel Birch.

Quest is considered to be the fourth largest employer in Squamish with about 119 employees including faculty and staff. There are about 730 students currently enrolled.

Quest has the consent of the Minister to offer the degree and Education Quality Assurance designation. This means that the university has met or exceeded recognized quality assurance standards.

On March 28, 2017, a local newspaper reported a 5% tuition increase for students for the upcoming school year, which amounts to about \$1,500. Tuition is currently \$32,500 for Canadian and international students and will rise to over \$34,000 with the increases.

s.17

Communications Contact: Rodney Porter
Program Area Contact: Dorothy Rogers / Mary Shaw
File Created:
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Claire Avison / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 8, 2017

**Minister Responsible: Minister of Advanced
Education**

**Royal Roads University
Hatley Park**

ADVICE AND RECOMMENDED RESPONSE:

- **The Department of National Defence continues to discuss the potential disposal of lands in Greater Victoria, including Royal Roads property, with First Nations communities.**
- **The role of the Province is limited at this point since the lands being discussed are under federal jurisdiction.**
- **Royal Roads University is an historic site and a valued public university with a long-term lease in place for the land it occupies.**
- **The expectation is that Royal Roads University will continue to deliver high-quality education regardless of the current and future ownership of the land.**
- **Songhees Nation and Royal Roads University signed a memorandum of understanding outlining a framework for cooperation regarding the future of the property.**

BACKGROUND REGARDING THE ISSUE:

The Department of National Defence (DND) is in consultations with Songhees and Esquimalt Nations on disposing of potentially surplus federal properties in Greater Victoria, including Hatley Park National Historic Site, home to Royal Roads University (RRU).

DND is also consulting with RRU, the City of Colwood and the Capital Regional District on disposing of the Hatley Park property.

All parties are committed to supporting the continued operations of RRU in its current location.

A Memorandum of Understanding was signed between Songhees Nation and RRU on May 5, 2017. The MOU established a framework for the University and Songhees to engage in gathering and sharing information about the future of the university on treaty settlement land. The MOU is similar to the MOU that Songhees Nation signed with the City of Colwood.

RRU and Songhees will explore fee simple ownership of the lands required by RRU for its campus and related purposes as well as how the educational mission and programs of the university could be adapted to better serve indigenous peoples of B.C.

DND is not consulting with residents in the area concerning the future of the lands. Residents in the area can make concerns known to their locally elected representatives for the City of Colwood and/or the Capital Regional District.

DND is expected to make a decision on declaring the lands surplus and their disposition by the end of 2017. If Hatley Park is deemed surplus, it could be transferred to INAC for use as potential treaty settlement land.

DND discussions with Songhees and Esquimalt Nations have focused on:

- What parts of Royal Roads may/may not be developed.
- What parts of Royal Roads have environmental or heritage values to be preserved.
- The terms of a restrictive covenant setting out restrictions on land use.
- RRU's continuation as a university under lease with any new owner.
- Accommodation arrangements and potential ownership by Songhees and Esquimalt.

Hatley Park is 260 hectares and RRU leases 55 hectares from DND and manages the remainder of Hatley Park under a MOU with DND. RRU has a 50 year lease (for \$10 annually) with options that extend the lease to 99 years, to 2099.

The federal government pays Colwood \$136,000 per year in payments in lieu of taxes for Hatley Park.

Songhees Nation is a member of the Te'mexw Treaty Association along with Beecher Bay, T'Sou-ke, Malahat and Snaw-Naw-As (Nanoose) First Nations. The five First Nations have completed an Agreement-in-Principle and are in Final Agreement treaty negotiations with B.C. and Canada.

Esquimalt Nation is not in treaty negotiations but is engaged in discussions with B.C. and Canada on a reconciliation agreement that would address Esquimalt interests on a Songhees treaty lands settlement and facilitate the completion of a treaty with Songhees Nation.

Communications Contact: Rodney Porter
Program Area Contact: Deborah Hull / Jeanne Sedun
File Created: May 8, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Kevin Brewster / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

**Sale of King George
International College to
Sprott-Shaw**

ADVICE AND RECOMMENDED RESPONSE:

- The Ministry of Advanced Education continues to monitor the impact on students of the court-approved sale and related bankruptcy of eight schools in B.C. that were owned by King George International College Inc. to CIBT / Sprott-Shaw College.
- An estimated 700 career school students were enrolled in programs at King George International College Inc. institutions in B.C. at the time of the sale in addition to several hundred students in short-term English as a Second Language programs.
- The asset sale to CIBT / Sprott-Shaw was approved by the Court on March 15 and took effect on March 29, 2017.
- The Registrar of the Private Training Institutions Branch has appointed a number of comparable career training programs to ensure that students can complete their training at another certified institution.
- Students with concerns can contact the Private Training Institutions Branch of the Ministry.
- Student claims are being received and reviewed by the Private Training Institutions Branch. Once complete, they will go to the Trustee for adjudication over the coming months.

SECONDARY MESSAGING:

- Approximately 350 private post-secondary institutions in B.C. complement public universities, colleges and institutes, giving students more options and flexibility.
- The Private Training Act came into force on Sept. 1, 2016, and brought full regulatory responsibility for private training institutions into government.

BACKGROUND REGARDING THE ISSUE:

Questions may be asked about the impact on students following the court-approved sale of the assets of B.C.-based King George International College (KGIC) schools in addition to the shares of a small language school owned by KGIC to CIBT (known as Sprott-Shaw) after several months of financial challenges.

On Jan. 25, 2017 BDO Canada Limited was appointed by the court as Interim Receiver to protect and preserve the assets and operations of the KGIC Inc. group of schools. BDO engaged Sprott-Shaw to manage the day-to-day operations.

On March 15, 2017 the Court approved the sale. Sprott-Shaw purchased the assets of all schools in addition to the shares of English as a Second Language school Study English in Canada.

KGIC also operated a number of institutions that were not certified because they offer programs that do not require approval under the Private Training Act (e.g. language programs less than six months and lower than \$4,000 tuition).

KGIC agreed to the following conditions prior to closure:

- No enrollment of new students.
- Career school students will be notified of the receivership.
- Education Quality Assurance trademark to be removed from all KGIC institution websites.

Enrolment data from 2014-15 shows that the eight institutions had 6,315 (domestic = 435; international = 5,880) students enrolled. Institutions include:

1. King George International Business College (KGIBC).
2. King George International College (KGIC).
3. MTI Community College.
4. PGIC Career College.
5. PGIC Vancouver.
6. Study English in Canada.
7. UCCBT.
8. VIA Training Centre.

CIBT Education Group Inc. is an education and student-housing investment company focused on the global education market since 1994. CIBT operates in B.C. through Sprott Shaw College, Vancouver International College and CIBT School of Business.

Communications Contact: Alison Antrobus
Program Area Contact: Serena Chandi / Monica Lust / Kelly Farish
File Created: May 3, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
ML	CA / SC	RP

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 18, 2017

**Minister Responsible: Minister of Advanced
Education**

**School of Traditional Chinese
Medicine at Kwantlen
Polytechnic University**

ADVICE AND RECOMMENDED RESPONSE:

- **Kwantlen Polytechnic University launched an Acupuncture-Diploma Program in September 2016 as the first phase of Traditional Chinese Medicine education.**
- **The Traditional Chinese Medicine-Acupuncture Diploma was approved by the Board of Governors on March 30, 2016 and is being delivered at Kwantlen Polytechnic University Richmond.**
- **A clinical component of the program is being provided through a partnership with Traditional Chinese Medicine practitioners throughout the province using a distributed clinical education delivery model.**

IF ASKED ABOUT ADDITIONAL FUNDING:

- **There is no dedicated funding for Traditional Chinese Medicine.**

BACKGROUND REGARDING THE ISSUE:

Questions may be asked about the School of Traditional Chinese Medicine (TCM) at Kwantlen Polytechnic University (KPU).

An information request (**AED-2016-61996**) was filed on May 10, 2016 and included 426 pages of information on the development of the TCM program, including clinical recruitment. It also included presentations and emails between AVED, HLTH, KPU, the University of British Columbia, the College of Traditional Chinese Medicine Practitioners and Acupuncturists of British Columbia and AMBIT Consulting Inc.

On Jan. 24, 2014, government announced that KPU would host the first School of Traditional Chinese Medicine in British Columbia. The school aligns with KPU expertise in the Faculty of Health.

On May 9, 2014, KPU announced a Program Advisory Committee to guide the development and implementation of the School of Traditional Chinese Medicine.

On March 30, 2016, the TCM-Acupuncture Diploma was approved by the Board of Governors. The first program cohort will be 12 students.

On April 4, 2016 the curriculum was publicly posted for a 30 day peer review. The application period for the program could begin after May 4, 2016.

On Sept. 2, 2016, KPU and the Beijing University of Chinese Medicine signed a Memorandum of Understanding to develop a framework that will allow graduates of the new acupuncture diploma program to transfer into year four of its five-year Traditional Chinese Medicine degree program, achieving both a diploma in acupuncture from KPU and a degree in TCM from BCUM.

On Sept. 6, 2016, the Acupuncture-Diploma Program at KPU officially started.

Students will take a total of three academic years, condensed into two calendar years, to complete the acupuncture diploma program. A distributed clinical model is an innovative approach that will allow KPU students to experience a variety of clinical settings. The entry requirement of the proposed acupuncture program is 60 undergraduate credits.

The Acupuncture-Diploma Program includes 86 credits, 460 hours of clinical practice and will be delivered in six semesters that include the following components: 1) essential TCM foundations, 2) acupuncture foundations, 3) Western biomedical science, 4) acupuncture therapeutics, 5) clinical practicum, 6) other. The courses cover the contexts of TCM-Acupuncture fundamental theory, diagnosis, treatment and clinical practice as well as Western biomedical sciences, English, Mandarin language, communication and practice management.

The program operates on a cost-recovery basis, and tuition is competitive with the private institutions currently accredited to offer acupuncture in B.C.

TCM is a designated health profession under the *Health Professions Act* and is regulated by the College of Traditional Chinese Medicine Practitioners and Acupuncturists of B.C. Individuals must have a valid registration (professional licence) issued by the regulatory college to practice TCM and acupuncture in B.C.

Seven private institutions are currently recognized by the College of Traditional Chinese Medicine Practitioners and Acupuncturists of B.C. The private institutions offer diploma programs and are accredited by the PCTIA.

The commitment to create an environment for a School of Traditional Chinese Medicine at a publicly-funded, post-secondary institution in British Columbia was included in the February 2013 speech from the throne and was a government platform commitment.

Communications Contact: Rodney Porter
Program Area Contact: Kevin Perrault / Tony Loughran
File Created:
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
Tony Loughran	Sandy Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

Updated: May 23, 2017

**Minister Responsible: Minister of Advanced
Education**

**Sexual Violence and
Misconduct Policy Act**

ADVICE AND RECOMMENDED RESPONSE:

- The Ministry of Advanced Education continues to work with universities, colleges and institutes in British Columbia to improve the health and safety of students on post-secondary campuses throughout the province.
- The *Sexual Violence and Misconduct Policy Act* required public post-secondary institutions to establish and implement a policy by May 19, 2017 to address sexual misconduct and set out procedures on complaint reporting and institutional response.
- All 25 public post-secondary institutions in British Columbia now have standalone sexual misconduct policies in place and posted online.
- Policies need to be reviewed – in consultation with students – at least once every three years, or as directed by the minister.
- The legislation is supported by a guide that is intended to assist institutions in developing their policies. The guide is available on the Ministry website.

IF ASKED ABOUT PRIVATE INSTITUTIONS:

- Private institutions with student residences are required to have policies that address sexual misconduct including prevention and responses.
- The requirement is set out in the degree approval criteria for private degree granting institutions, in the Private Training Regulations for private career training institutions and the Education Quality Assurance criteria for theological schools.

BACKGROUND REGARDING THE ISSUE:

A private member's Bill (M205) entitled *Post-Secondary Sexual Violence Policies Act* was tabled on March 8, 2016. The bill was modelled on similar Ontario legislation.

On March 16, 2016 the government stated that it would work with the member on finding a way to either pass Bill M205 or amend it and pass a similar version as soon as possible.

The *Sexual Violence and Misconduct Act* was introduced on April 27, 2016 and received Royal Assent on May 19, 2016.

Previously, most institutions dealt with matters of sexual misconduct through Codes of Conduct or through discrimination, bullying and harassment policies.

On Aug. 25, 2016, the Ministry of Advanced Education provided public post-secondary institutions with a draft guide to assist them in developing policies. The Ministry received feedback on the draft guide from post-secondary institutions, student societies, anti-violence groups and police agencies. A final version is available online.

Communications Contact: Rodney Porter
Program Area Contact: Sean O'Melinn / Mary Shaw / Kate Cotie
File Created: May 3, 2017
File Updated: May 23, 2017

Program Area	ADM / Deputy Minister	Communications Director
	CA / SC	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 8, 2017

**Minister Responsible: Minister of Advanced
Education**

Strategic Investment Fund

ADVICE AND RECOMMENDED RESPONSE:

- **British Columbia will receive \$256 million of the \$2-billion federal infrastructure program that is being invested in jobs, innovation and research at post-secondary institutions across Canada.**
- **The Government of Canada is covering up to 50% of eligible costs with funding for the remainder from the provincial government, institutions and other sources.**
- **Twenty public post-secondary institutions and one private First Nation institution in B.C. are benefiting from a total of 30 individual projects worth a total of \$671 million that need to be significantly completed by April 2018:**
 - **Emily Carr University of Art and Design did not apply as construction of a new \$122.65 million campus is underway.**
 - **Four public institutions did not have projects approved – University of the Fraser Valley, Douglas College, Capilano University and Vancouver Community College – because projects were deemed ineligible or did not align with provincial priorities and budget.**
- **The two University of Victoria projects on the final list did not receive any provincial funding as they applied without asking for provincial money.**

IF ASKED ABOUT THE RFP FOR A CONSULTANT:

- **Colliers Project Leaders Inc. was retained after a request for proposals was posted in June 2016 to track and monitor each of the capital projects until they are significantly complete.**

BACKGROUND REGARDING THE ISSUE:

On April 6, 2016, the Federal Government announced the Post-Secondary Institutions Strategic Investment Fund (SIF) that will provide up to \$2-billion over the next three years to accelerate infrastructure at universities and colleges across Canada.

The objective of the federal investment is to promote economic activity across the country.

Public and private post-secondary institutions were eligible to make applications. Approximately 130 projects in B.C. were submitted, including 100 with provincial funding. The final list included 30 projects, with 29 public and one private institution.

The private institution is the Lil'wat Nation and their project is the replacement of outdated portable classrooms with a purpose-built facility.

The application deadline was May 9, 2016 with the SIF component expected to reach substantial completion by April 30, 2018.

Projects had to correspond with at least one of three program areas:

1. Improve the scale or quality of facilities for research and innovation, including commercialization spaces used by industry.
2. Improve the scale or quality of facilities for specialized training at colleges focused on industry needs.
3. Improve the environmental sustainability of research and innovation related infrastructure at post-secondary institutions and college training infrastructure.

The Ministry of Advanced Education posted a request for proposal to BC Bid on June 29, 2016 for a consultant to review projects for timelines, procurement compliance, cash flow requirements, tracking and monitoring, and producing reports. Bids closed on July 20, 2016 with the contract awarded to Colliers Project Leaders Inc. after evaluation.

The two University of Victoria (UVic) projects have no provincial funding attached. The first is the UVic Oceans and Climate Campus with \$3.5 million in SIF funding and \$3.5 million from UVic. The second is UVic on behalf of the Canadian Marine Sciences Centre for renovations and upgrades to the Bamfield Marine Sciences Centre with \$1.5 million in SIF funding and \$1.5 million from the society.

The total capital funding for all projects is \$671 million:

- \$256 million from the Government of Canada (including 1% administration fee).
- \$269 million from the Province of British Columbia.
- \$146 million from post-secondary institutions and donors.

Projects with provincial funding:

- British Columbia Institute of Technology: \$46.9 million to renew electrical infrastructure at about 50% of the Burnaby campus, including \$32.1 million from the Province.
- Camosun College: \$48.5 million for a new health sciences building at the Interurban campus, including \$31 million from the Province.
- College of New Caledonia: \$15 million for a new heavy-mechanical trades-training facility in Prince George, including \$6.9 million from the Province.
- College of the Rockies: \$10 million for a new trades-training facility in Cranbrook, including \$3.8 million from the Province.
- Justice Institute of British Columbia: \$1.9 million for a new roof (New Westminster) as well as a modular learning centre (Pitt Meadows), including \$1.45 million from the Province.
- Kwantlen Polytechnic University: \$22 million for renovations to the Spruce Building in Surrey, including \$14.7 million from the Province.
- Langara College: \$2.2 million to replace two ventilation fan systems, including \$584,000 from the Province.

- Nicola Valley Institute of Technology: \$8.9 million for a new Centre of Excellence in Sustainability in Merritt, including \$2 million from the Province.
- North Island College: \$13.5 million for a new trades training facility in Campbell River, including \$5.76 million from the Province.
- Northern Lights College: \$33.02 million for a new trades training centre in Dawson Creek, including \$15.1 million from the Province.
- Northwest Community College: \$18.4 million to renew trades training facility in Terrace, including \$11.87 million from the Province.
- Okanagan College: \$6.21 million for a new trades training facility in Vernon, including \$2.88 from the Province.
- Royal Roads University: \$21.5 million for a new Centre for Environmental Science and International Partnership, including \$5.7 million from the Province.
- Selkirk College: \$18.9 million for the Silver King Trades Campus Renewal project in Nelson, with \$10.34 million from the Province.
- Simon Fraser University: \$126 million for a new energy systems engineering building in Surrey, including \$45 million from the Province.
- Thompson Rivers University: \$30 million for a new Industrial Training and Technology Centre in Kamloops, including \$7.03 million from the Province.
- University of British Columbia Okanagan: \$40.65 million for a new teaching and learning centre in addition to a number of infrastructure upgrades, including \$11.34 from the Province.
- University of British Columbia Vancouver: \$80 million for new undergraduate life sciences laboratories, including \$11.8 million from the Province.
- University of Northern British Columbia: \$4.5 million for a new Wood Innovation Research Lab, including \$2.62 million from the Province.
- Vancouver Island University: \$20 million for the Marine, Automotive and Trades Complex expansion in Nanaimo, including \$9.5 million from the Province.
- Vancouver Island University: \$39.9 million for a new health and science centre in Nanaimo, including \$16.5 million from the Province.

Communications Contact: Rodney Porter
 Program Area Contact: James Postans
 File Created: June 8, 2017
 File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	KB / SC	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 8, 2017

Minister Responsible: Minister of Advanced Education

Student Housing

ADVICE AND RECOMMENDED RESPONSE:

- Government continues to explore options to increase the supply of housing for public post-secondary students.
- This includes looking at different financing vehicles to encourage and allow public post-secondary institutions to be part of the market housing phenomenon without the debt being placed on the provincial government books.
- There are 16 public post-secondary institutions in B.C. with student residences, which include approximately 20,000 student beds with more under development.
- Public post-secondary institutions also offer services that connect students with available off-campus accommodations.
- Some universities – UBC, UVic, TRU and VIU – guarantee all eligible first-year students an on-campus residence space.

EXAMPLES OF STUDENT HOUSING INITIATIVES:

- Work camp style housing at Northwest Community College in Terrace is helping to meet demand for student residences, while providing a unique learning opportunity. The innovative housing solution offers accommodation to 49 students and became available in fall 2015 with \$375,000 from the Province.
- The University of Victoria announced a proposal in June 2017 to redevelop property in downtown Victoria to be used in part for student housing.
- Capilano University is creating affordable student housing in North Vancouver by refurbishing dormitories and a dining hall on the site of the former Bodwell High School.
- UBC is enhancing the campus life experience by expanding the number of on-campus student housing: Brock Commons at UBC is the newest residence building at UBC and will be home to over 400 students in the new school year.

UVIC MEMORANDUM OF UNDERSTANDING:

- A potentially promising option involves adapting the BC Housing non-profit housing model for the public post-secondary sector to create student housing.

- **In November 2016, BC Housing and the University of Victoria signed a Memorandum of Understanding to explore the viability of a new student residence development model.**
- **An information session took place on Jan. 24, 2017 for all public post-secondary institutions to provide information about the BC Housing model and its potential applicability.**

BACKGROUND REGARDING THE ISSUE:

Rental markets in the Greater Vancouver and Victoria areas are very tight and are driving rents higher and increasing demand for on-campus student housing.

A Memorandum of Understanding (MOU) between BC Housing and UVic will look at how the non-profit model can be developed to meet the student housing needs at UVic. The MOU took effect on Nov. 15, 2016 and expires on Dec. 31, 2019.

A half-day information session on Jan. 24, 2017 was hosted by BC Housing, AVED and the Office of Housing and Construction Standards at the BCIT Downtown Campus in Vancouver. Public post-secondary institutions were invited to send a representative to the session. The Ministry committed to hosting another information session later in the year to keep all of the institutions informed on progress.

UBC, UVic, TRU and VIU guarantee eligible first year students on-campus housing. Most public post-secondary institutions offer information to students on how to look for rental accommodations in their region and offer services that link students to potential accommodation options

The Ministry of Advanced Education does not typically fund student residences. Managing campus housing is the responsibility of individual institutions. Institutions self-fund student housing capital projects and operate the resulting facilities on a cost-recovery basis.

On Sept. 5, 2016, the Alliance of BC Students launched a campaign calling for a provincial government investment of \$18 million per year over 10 years to accelerate the construction of on-campus housing.

StudentAid BC funding includes a moderate standard of living allowance for: shelter, food, transportation and miscellaneous costs. The living allowance for B.C. students is higher than in all other provinces with the exception of the Northwest Territories and Nunavut in recognition of the higher-shelter costs in the province.

Communications Contact: Rodney Porter
 Program Area Contact: Susan Burns / Jeanne Sedun
 File Created:
 File Updated

Program Area	ADM / Deputy Minister	Communications Director
Tony Loughran	Jeff Vasey / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 3, 2017

**Minister Responsible: Minister of Advanced
Education**

**Trinity Western
University Law School**

RECOMMENDED RESPONSE

- **Issues around a proposed law school at Trinity Western University are now with the Supreme Court of Canada.**
- **The Supreme Court of Canada will hear both appeals on Nov. 30, 2017.**
- **Trinity Western University has the option to resubmit its request to the Ministry for consent to offer a law degree once the legal issues are resolved.**

BACKGROUND:

The Supreme Court of Canada is expected to decide the right of graduates from the proposed law school at Trinity Western University (TWU) to be accepted by law societies.

In 2014, the Law Society of British Columbia initially voted to accredit the TWU Juris Doctor, a professional degree required to practice law. However, this decision was reversed after a majority of law society members rejected the program in a referendum.

TWU sought a judicial review of the decision by the Law Society not to accredit the degree and the court set aside the Law Society decision on procedural grounds. The Law Society appealed. The BC Court of Appeal dismissed the appeal, finding that the decision by the Law Society not to approve the TWU law school was unreasonable as it limited the right to freedom of religion.

In February 2017, the Law Society sought leave to appeal the decision to the Supreme Court of Canada. The Supreme Court of Canada will hear the appeal on Nov. 30, 2017.

The Law Society case will be heard concurrently with the appeal by TWU of an Ontario Court of Appeal decision that accepted the refusal by the Law Society of Upper Canada to accredit the TWU program.

KEY FACTS:

TWU is a Christian, not-for-profit, private university in Langley. The university submitted a proposal in 2013 to offer a Juris Doctor degree. The university does not receive provincial funding.

On Dec. 16, 2013, the Federation of Law Societies of Canada granted preliminary approval to a proposed new law school program.

The Degree Quality Assessment Board conducted a thorough quality review and the Minister granted consent under the Degree Authorization Act in December 2013. The approval was based, in part, on approval of the degree by the Federation of Law Societies of Canada. However, provincial regulators reserve the right to make their own determinations and three provincial law societies – B.C., N.B. and ON – later decided not to accredit the degree due to the TWU Community Covenant.

The TWU Community Covenant prohibits sexual intimacy outside a marriage between one man and one woman. Canada has recognized same-sex marriages since 2005.

On Dec. 11, 2014, the Advanced Education Minister notified TWU that consent had been revoked due to uncertainty of the ability of prospective graduates to practice law. The letter indicated:

- TWU could resubmit its applications for consent once there was certainty and finality about the status of regulatory body approval.
- TWU may not need to create a new proposal and, depending on the timing, and circumstances, TWU could request an expedited review process.

Until the Supreme Court of Canada issues a decision, there remains uncertainty as to the status of regulatory body approval for the TWU Juris Doctor.

Communications Contact: Rodney Porter
Program Area Contact: Mary Shaw
File Created: May 3, 2017
File Updated:

Program Area	ADM/Deputy Minister	Comm. Director / Manager
Karrie Wolfe/Karen Horsman	CA / SC	RP

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 8, 2017

**Minister Responsible: Minister of Advanced
Education**

**University of British
Columbia Sexual Violence**

ADVICE AND RECOMMENDED RESPONSE:

- The University of British Columbia does not tolerate sexual misconduct or violence by students, staff or faculty.
- On April 13, 2017, the University of British Columbia board of governors approved Policy #131: Sexual Assault and Other Sexual Misconduct.
- The sexual assault policy clarifies support services and structures available to respond to disclosures and reports of sexual conduct.
- The policy will establish a Sexual Violence Prevention and Response Office on each of the University of British Columbia Vancouver and the University of British Columbia Okanagan campuses, as well as a Director, Sexual Violence Response and Prevention Office for each campus.
- The policy took effect on May 18, 2017.
- The policy is an important element of a multi-faceted approach by the University of British Columbia to addressing sexual assault, which also includes education and awareness programs, focusing on intervention and prevention.
- Feedback was solicited on earlier drafts of the policy and a series of information session were held, alongside meetings with key stakeholders.

PROVINCIAL LEGISLATION:

- The *Sexual Violence and Misconduct Policy Act* required public post-secondary institutions to establish and implement a policy by May 19, 2017 to address sexual misconduct and set out procedures on complaint reporting and institutional response.
- All 25 public post-secondary institutions in British Columbia now have standalone sexual misconduct policies in place and posted online.
- Policies need to be reviewed – in consultation with students – at least once every three years, or as directed by the minister.

BACKGROUND REGARDING THE ISSUE:

A sexual assault policy was approved by board of governors at the University of British Columbia (UBC) on April 13, 2017 following consultation within the community, which began in June 2016.

Policy #131: *Sexual Assault and Other Sexual Misconduct* sets out commitments by UBC with regard to sexual misconduct, and provides clarity on the support services and structures at both campuses. The policy is available at:
<http://universitycounsel.ubc.ca/files/2017/04/policy131.pdf>

The policy follows allegations by students and former students of the university mishandling sexual assault complaints.

Former UBC graduates held a news conference on Nov. 22, 2015 claiming that the university had mishandled sexual assault complaints. The students stated that they were taking the university to the BC Human Rights Tribunal over the handling of multiple sexual complaints over the past 20 years. A specific allegation was that the university took 18 months to respond to one sexual assault complaint against another graduate student at Green College.

On March 31, 2016, UBC was notified that a complaint had been filed with the BC Human Rights Tribunal. On April 13, 2017 the tribunal ruled that the complaint would proceed.

The claims were made prior to a CBC Fifth Estate program *School of Secrets* that was streamed online on Nov. 23, 2015 about sexual assault on university campuses. It included specific reference to the Green College incident.

UBC retained Paula Butler, an independent expert in workplace harassment, to review concerns by students over the response by UBC to sexual harassment and assault allegations against another student. An executive summary and statement were released on Feb. 15, 2016. The report found that there was no UBC policy breach and that staff responded in good faith. Other findings included a lack of clarity around policy and processes that contributed to delays in handling complaints.

Communications Contact: Rodney Porter
Program Area Contact: Kate Cotie / Mary Shaw
File Created: June 8, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	CA / SC	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: June 8, 2017

**Minister Responsible: Minister of Advanced
Education**

**University of British
Columbia Unclaimed
Paycheques**

ADVICE AND RECOMMENDED RESPONSE:

- **Public post-secondary institutions in British Columbia are responsible for their day-to-day operations including the management of employees.**
- **A review by the University of British Columbia of payroll systems in the fall of 2016 found unclaimed paycheques dating back to 1992.**
- **The University of British Columbia is making every effort to ensure that funds are paid to all former and current employees with unclaimed paycheques.**
- **The vast majority of unclaimed funds will be turned over to the BC Unclaimed Property Society through the Employment Standards Branch of the provincial government.**
- **The Unclaimed Property Society is better equipped to find the individuals and is the most appropriate resource to ensure that as many as possible of the payments are returned.**

IF PRESSED:

- **The University of British Columbia has many visiting scholars, sessional instructors, student employees and other part-time temporary workers who may be unaware a cheque is missing.**
- **The University of British Columbia is improving their payroll process to reduce the number of paper cheques produced and any cheques will now be mailed to employees' home address.**
- **The University of British Columbia is also increasing employee awareness to enrol in direct deposit in a timely fashion.**

BACKGROUND REGARDING THE ISSUE:

The University of British Columbia (UBC) is planning a proactive outreach in June 2017 to current and former employees, including paid advertisements, direct letters to employees and an item in the employee newsletter about unclaimed paycheques.

In fall 2016, Financial Operations at UBC reviewed payroll procedures and determined that unclaimed cheques were not being stored appropriately. Despite repeated efforts to contact employees, accumulated unclaimed cheques had grown.

Initial efforts cleared unclaimed cheques dating back to July 2016.

Currently, there are 15,324 unclaimed paycheques for UBC employees dating back to 1992. The cheques have a combined value of \$5.25 million, including \$813,000 in interest.

Current employee totals: 1,431 current employees with 1,929 cheques for a combined value of \$981,000.

Former employee totals: 9,324 former employees with 13,395 cheques for a combined value of \$3.47 million.

The majority of cheques are for under \$500. Over the time period in question, this accounts for approximately four per cent for total cheques issued per year.

UBC Financial Operations will send letters on June 9 to active employees advising them of the issue and that the money owed to them will be direct deposited on June 15 or June 23 depending on the type of employee.

Money owed to former employees will be transferred to the Employment Standards Branch (ESB) on June 15. ESB will hold a small number of cheques for unclaimed wages earned within the required 425-day time period in which the ESB is required to hold money before transferring it to the BC Unclaimed Property Society (BCUPS). The vast majority of funds will go immediately to the BCUPS through the ESB.

Communications Contact: Rodney Porter
Program Area Contact: Susan Burns / Tony Loughran
File Created: June 8, 2017
File Updated:

Program Area	ADM / Deputy Minister	Communications Director
	Jeff Vasey / Sandra Carroll	

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: May 15, 2017

**Minister Responsible: Minister of Advanced
Education**

**University of Northern
British Columbia Deficit**

ADVICE AND RECOMMENDED RESPONSE:

- Public post-secondary institutions are expected to manage their operating budgets efficiently.
- s.17
- The University of Northern British Columbia also expects an operating deficit in 2017-18.
- The University of Northern British Columbia has been directed to achieve a balanced budget by 2018-19.
- The Ministry of Advanced Education worked with the University of Northern British Columbia to identify, understand and correct the causes.
- The University of Northern British Columbia is expected to initiate measures to address the deficit and return to a balanced budget by 2018-19 by focusing on increasing enrolment and revenues.
- The University of Northern British Columbia is to report back in September 2017 with an updated plan once fall enrolments are known, including tuition revenue.
- The provincial operating grant for the University of Northern British Columbia increased 62% to \$48.2 million in 2016-17 up from \$29.8 million in 2001-02.

IF ASKED ABOUT IMPACT ON STAFF AND STUDENT SERVICES:

- The measures to address the operating deficit are not expected to impact student education services.
- The expense reductions identified by the University of Northern British Columbia do not include layoffs of staff or faculty.

BACKGROUND REGARDING THE ISSUE:

The *Budget Transparency and Accountability Act* requires public reporting entities, including public universities, to obtain approval from the Minister of Finance and the Minister of Advanced Education prior to incurring a financial deficit.

The Ministries of Advanced Education and Finance approved the University of Northern British Columbia (UNBC) to run a deficit in fiscal 2016-17.

UNBC prepared a deficit mitigation plan to reduce expenses and increase enrolment and revenues to return to a balanced budget in 2019-20. However, the Ministry feels that UNBC should be able to balance their budget by 2018-19 and not 2019-20.

Deficit mitigation measures include:

- UNBC has hired an external vendor to revise marketing materials for domestic and international students.
- Strategic planning is underway to position UNBC as a top choice for students.
- New international partnerships are under development to increase international student population.
- Reductions are planned in discretionary travel, events, supplies and vacation pay outs.

UNBC is also exploring a number of other possibilities.

Student FTE enrollment has declined annually at UNBC since 2012-13. In 2015-16, UNBC's FTE utilization was 73%, the lowest among the research universities.

About 53% of the operating budget for UNBC is provided through provincial operating grants, while approximately 18% comes from tuition fees. Wages and benefits account for about 61% of the University's expenditures.

UNBC student FTE enrollment	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Target	3,431	3,455	3,455	3,455	3,455	3,455
Actual	2,934	2,884	2,888	2,833	2,653	2,538
Utilization (Target/Actual)	86%	83%	84%	82%	77%	73%

Communications Contact: Rodney Porter
 Program Area Contact: Raman Dale
 File Created: May 15, 2017
 File Updated:

Program Area	ADM / Deputy Minister	Communications Director / Manager
James Postans	Kevin Brewster / Sandra Carroll	RP

**CONFIDENTIAL
ISSUES NOTE**

Ministry: Advanced Education

Date: March 12, 2017

Updated: June 12, 2017

**Minister Responsible: Minister of Advanced
Education**

#BCTECH Strategy Renewal

ADVICE AND RECOMMENDED RESPONSE:

- The #BCTECH Strategy renewal and update features initiatives that will develop more home grown talent and support the continued growth of the diverse, strong and growing tech sector in British Columbia.
- The strategy includes increasing the number of tech grads, more co-op placements for post-secondary students, retraining existing talent, and improving immigration processes so that tech companies can attract the best.
- Government is doing its part for tech companies in B.C. to have the tools and talent that they need to grow at home and stay at home.

MORE TECH GRADS:

- Government has committed to increase the number of tech grads by 1,000 per year by 2022 in regions throughout B.C.
- The 1,000 additional tech grads include a range of certificates, diplomas and degrees in areas such as Information Technology, Engineering, Computer Science and Software and Life Sciences.
- The Ministry of Advanced Education will invest \$36 million over the next three years: \$4.4 million in 2017-18, \$7 million in 2018-19 and \$25 million in 2019-20 to support incremental increases.
- Once the new seats are fully up and running, funding for them would be approximately \$42 million a year, or more than \$120 million over three years fully implemented.
- The funding will be phased in over a five year period as more students are enrolled in programs. The current provincial fiscal plan covers the coming fiscal year and two subsequent years. Funding will be reflected in future budget cycles.

IF ASKED ABOUT SEAT DISTRIBUTION:

- The Ministry will work with post-secondary institutions to determine the distribution of seats throughout the province and how they will best support industry and regional needs. Details will be further revealed in the coming months.

MITACS AND CO-OPS:

- Government will increase the number of placements in the Mitacs internship program to over 800 annually, up from 500 currently, with a total investment of \$15 million over three years.
- Mitacs brings students together with industry and business, giving students the opportunity to do research on real-world projects in a range of sectors, including technology, health, business and engineering.
- Funding is being made available to double the annual number of placements in the BC Tech Co-op grants program; enabling more than 1,400 post-secondary students to gain work experience.
- All new and previous technology degrees will additionally require a co-op component for students to have the option of furthering their experience, while pursuing their studies.
- Over the next five years, as degree programs undergo review, the Ministry of Advanced Education will work with public post-secondary institutions to phase in expanded co-op placements for all institutional degree programs in tech.

B.C. SCIENCE AND TECHNOLOGY RESEARCH CHAIRS:

- A new B.C. Science and Technology Research Chairs program recognizes the critical importance of retaining and attracting the best graduate students. Details to be further revealed in the coming months.

HIGH-TECH CLUSTERS:

- The Province is working with industry leaders to develop a competitive bid for \$800 million over four years that was announced in the 2016 federal budget for national innovative networks or 'clusters'.
- Clusters are a concentration of companies, suppliers, organizations and sometimes universities in a particular field. Clusters increase productivity and the resulting competition leads to gains in innovation, productivity and quality that benefits everyone.
- The first session was in February 2017, organized by the BC Tech Association and the Premier's Technology Council, and focused on identifying partnerships and opportunities to build clusters and advance business innovation.
- The second session was in March 2017 and was hosted by Professor Santa Ono, in his capacity as chief advisor for the Innovation Network. It convened industry, post-secondary leaders and research agencies to build on the discussion on emerging and established clusters in B.C.

BACKGROUND REGARDING THE ISSUE:

The renewed and updated #BCTECH Strategy with new initiatives to create an environment for further growth and investment in the tech sector was launched on March 13, 2017 at the #BCTECH Summit. The first #BCTECH Strategy was released in January 2016.

Updates include initiatives to develop and strengthen more tech talent, enhancements to tax credits for the tech sector, a Centre for Data-Driven Innovation, an Innovative Ideas Fund and expansion of the U.S. Trade and Investment Offices to Seattle and Silicon Valley,

Budget 2017 identified \$87 million over three years to support the tech sector. The Ministry of Advanced Education will receive \$46 million of the funding with the remainder shared with the Ministry of Jobs, Tourism and Skills Training (\$20M), the Ministry of Technology, Innovation and Citizens' Services (\$18M) and the Ministry of International Trade (\$3M).

Currently, B.C. graduates 8,000 tech grads a year. The 8,000 grad breakdown includes 2,700 science grads, 1,500 computer science grads, 3,600 engineering grads and 300 math grads.

Approximately \$400 million is being invested over the next two years in tech and life science post-secondary capital projects, including \$133 million from the Province:

- Camosun College: \$48.5 million for a new health sciences building at the Interurban campus, including \$31 million from the Province.
- Nicola Valley Institute of Technology: \$8.9 million for a new Centre of Excellence in Sustainability in Merritt, including \$2 million from the Province.
- University of British Columbia Vancouver: \$80 million for new undergraduate life sciences laboratories, including \$11.8 million from the Province.
- University of British Columbia Okanagan: \$40.65 million for a new teaching and learning centre in addition to a number of infrastructure upgrades, including \$11.34 from the Province.
- Royal Roads University: \$21.5 million for a new Centre for Environmental Science and International Partnership, including \$5.7 million from the Province.
- Simon Fraser University: \$126 million for a new energy systems engineering building in Surrey, including \$45 million from the Province.
- Thompson Rivers University: \$30 million for a new Industrial Training and Technology Centre in Kamloops, including \$7.03 million from the Province.
- University of Northern British Columbia: \$4.5 million for a new Wood Innovation Research Lab, including \$2.62 million from the Province.
- Vancouver Island University: \$39.9 million for a new health and science centre in Nanaimo, including \$16.5 million from the Province.

Communications Contact: Rodney Porter
Program Area Contact: Susan Burns / Tony Loughran
File Created:
File Updated