



REMINDER

Board Meeting is at the

Surrey Campus
12666 – 72nd Avenue

Cedar Building
Room 2110
(Board Room)

Directions to Campus:

- Park in parking lot off 126 Street for reserved parking. (You may park anywhere you like, but this lot is closest to the Cedar Building).



Directions to Meeting Room

- Cedar Building is the building closest to 72nd Avenue
- Board Room (2110) is on the second floor

Surrey Campus
12666 72nd Avenue, Surrey

Board of Governors
Date: November 20, 2013
Time: 3:00-7:00 pm
Location: Surrey Campus, Cedar 2110

**3:00 pm Regular Board Meeting
In camera Board Meeting as indicated
In camera Debriefing Session to follow**

*M = Motion to Approve
D = Discussion
I = Information
E = Education*

Agenda Item	Resource	Action	Time	Page
Tour of Fine Arts	Sibeal Foyle / Instructor, Fine Arts		2:30-3:00	
Presentation: Dr. Daniel Bernstein, Canada Research Chair in Life Span Cognition, Dept. of Psychology	Dr. Bernstein	E	3:00-3:20 pm	
1. Call to Order	Shane King		3:20	
2. Approval of Agenda	Shane King		3:20-3:25	2
3. Oath of Office	Shane King		3:25-3:30	
3.1. Shira Standfield				
3.2. Introductory Remarks	Shira Standfield			
4. Consent Agenda	Shane King		3:30-3:35	4
4.1. Minutes of September 18, 2013		M		
4.2. Second Quarter Financial Report		I		
4.3. Assignment of New Board Member Mentor		I		
4.4. Procedures for Search Advisory Committee for Senior Academic Administrators		I		
4.5. Academic Schedule		I		
5. Business Arising				
5.1. Vision 2018: Update on Measures of Performance	Alan Davis	D	3:35-3:50	13
6. Governance Committee Report				
6.1. Board Endowed Scholarship Criteria	Shane King	M	3:50-4:00	21
6.2. Board Retreat	Shane King	D	4:00-4:10	
7. Finance & Audit Committee Report				
7.1. Draft Board Budget 2014-15	Shane King	M	4:10-4:15	23

Board of Governors
Date: November 20, 2013
Time: 3:00-7:00 pm
Location: Surrey Campus, Cedar 2110

Agenda Item	Resource	Action	Time	Page
7.2. KSA Request re CFS Fees	Shane King	M	4:15-4:20	
8. Board/Senate Task Force Report	Gord Schoberg	I	4:20-4:30	To be distributed
9. Provost's Report	Salvadore Ferreras	I	4:30-4:40	25
10. President's Report	Alan Davis	I	4:40-4:45	28
10.1 Update KPU Tech	Alan Davis	I	4:45-4:50	36
11. Senate Report, September 30 , October 25 , 2013				
13.1 Notes from Senate	Alan Davis	I	4:50-4:55	45
12. Next Meeting Agenda Contribution	Shane King	D	4:55-5:00	
13. For the Good of the Order	Shane King	D	5:00-5:05	
14. Evaluation of the Board as a Group	Lisa Skakun	E	5:05-5:10	49
15. Information Package		I		51
16. Next Meeting Regular Board Meeting Wednesday, January 29, 2014 Langley Campus, Room 1030 3:00-7:00 pm		I		
17. Adjournment	Shane King			



Agenda Item: *Consent Agenda*

Action Requested:	<input checked="" type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	<p>THAT the Board of Governors approve the following items on the Consent Agenda:</p> <p style="padding-left: 40px;">4.1 Minutes of September 18, 2013</p> <p>AND</p> <p>THAT the Board of Governors receive the following for information:</p> <p style="padding-left: 40px;">4.2 Second Quarter Financial Report</p> <p style="padding-left: 40px;">4.3 Assignment of New Board Member Mentor</p> <p style="padding-left: 40px;">4.4 Procedures for Search Advisory Committee for Senior Academic Administrators</p>
--------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Board Committee Report: *For University Secretariat Use Only*

- Key Messages:** *[maximum of three]*
- 1. The Finance & Audit Committee reviewed the Second Quarter Financial Report and were satisfied with it.**
 - 2. The Procedures for Search Advisory Committee for Senior Academic Administrators was approved by Senate as required by the University Act and the final version of the Procedures is included for the Board’s information.**
 - 3.**

- Attachments:**
- 4.1 Minutes of September 18, 2013
 - 4.2 Second Quarter Financial Report
 - 4.3 Assignment of New Board Member Mentor
 - 4.4 Procedures for Search Advisory Committee for Senior Academic Administrators

Submitted by: *Sandi Klassen*

Date submitted: *November 12, 2013*

Note: Submit to University Secretary as a MS Word document

Present Board

Harpreet Bhatti
Alan Davis/ President
Geoff Dean
Chris Girodat
Sandra Hoffman
Richard Hosein
Shane King / Chair
Kim Richter
Gord Schoberg
Lisa Skakun
Launi Skinner
Ken Tung

University Vice Presidents

Sal Ferreras / Provost & VP Academic

University Community Members

Sandi Klassen / University Secretary
Kathy Lylyk / Executive Director, Finance
Ron Maggiore / Vice Provost, Students
Kerry Thompson / Office of University Secretary
Shelley Wrean / General Counsel

Guests

Ariana Arguello / Manager, Strategic Planning
Jane Fee / Deputy-Provost, & Associate VP Academic
Robert Hensley / Registrar
Henry Reiser / Dean, Faculty of Trades & Technology
Diane Purvey / Dean, Faculty of Arts
Romy Kozak / Associate Dean, Faculty of Arts
John Rose / Chair, Department of Geography
Betty Worobec / Dean, Faculty of Science & Horticulture
Deepani Indurugalla / Instructor, Faculty of Arts
Patrick Duffy / Instructor, Faculty of Science
Tru Freeman / Dean, Faculty of Community & Health Studies
Jeff Norris / Chief Advancement Officer

Regrets Kristan Ash
Arvinder Bubber / Chancellor

**Presentation: Trades &
Technology – Marketplace
Demands & Barriers**

Henry Reiser gave a presentation on “Addressing the Skills Shortage”. Discussion focused on current and potential KPU trades programming, ITA funding decreases, program scheduling enhancements and associated costs, and partnerships.

Call to Order

The Chair called the meeting to order at 3:41pm.

Outgoing Chair Recognition

Outgoing Chair, Gord Schoberg was thanked for his service. Gord has contributed as a member of the KPU Board of Governors for five years, and has chaired for the past two years.

Welcome Sal Ferreras, Provost & VP Academic

The new Provost & VP Academic, Sal Ferreras, was welcomed to KPU.

Approval of Agenda

The agenda was approved by consensus.

Oath of Office

Harpreet Bhatti, Christopher Girodat, Richard Hosein

New Board of Governors members were welcomed and took the oath of office:

- Harpreet Bhatti,
- Christopher Girodat
- Richard Hosein

Introductory Remarks

New members introduced themselves.

**Annual Declaration
Signing**

Annual declarations were signed and collected.

Consent Agenda

Moved by Sandra Hoffman, seconded by Kenneth Tung;

THAT the Board of Governors approve the following items on the Consent agenda:

5.1 Minutes of June 5, 2013

5.2 KPU Foundation Board Appointee

5.3 Public Bodies Report to March 31, 2013

5.4 Board Committee Membership Revisions

AND

THAT the Board of Governors receive the following items for information:

5.5 First Quarter Financial Report

5.6 HSBC Investment Report

5.7 RBC Investment Report

5.8 Assignment of New Board Member Mentors

MOTION CARRIED

Sal Ferreras, Sandi Klassen, Kathy Lylyk, Jeff Norris and Kerry Thompson left the meeting.

**Adjourn to In camera
Meeting**

The meeting moved in camera at 4:00pm.

The in camera meeting adjourned at 5:50pm.

Sal Ferreras, Sandi Klassen, Kathy Lylyk, Jeff Norris and Kerry Thompson returned to the meeting.

Call to Order

The regular meeting was called back to order at 5:50pm.

New Business

Program Concept: Bachelor of Science, Minor in Medicinal Chemistry

Moved by Chris Girodat, seconded by Ken Tung;
THAT the Board of Governors approve the Program Concept, Bachelor of Science, Minor in Medicinal Chemistry.

MOTION CARRIED

Concept and Full Program Proposal: Bachelor of Arts, Minor in Language & Culture

Moved by Gord Schoberg, seconded by Chris Girodat;
THAT the Board of Governors approve the Program Concept and Full Program Proposal for a Bachelor of Arts, Minor in Language & Culture

MOTION CARRIED

Concept and Full Program Proposal: Bachelor of Arts, Major in Applied Geography

Moved by Richard Hosein, seconded by Geoff Dean;
THAT the Board of Governors approve the Program Concept and Full Program Proposal for a Bachelor of Arts, Major in Applied Geography

MOTION CARRIED

It was noted that the concept and full program proposal documents were clearly written, and well presented.

Family Campaign

Jeff Norris reviewed the KPU Board of Governors Endowed Scholarship and encouraged members to support KPU students. The Foundation will match donations to the fund.

The Board Governance Committee will consider whether there is merit in revising the existing award.

Vision 2018: Baseline Measures of Performance

Ariana Arguello presented a report of baseline measurements for the strategic plan. Sources include KPU student and employee surveys, KPU enrolment data, and comparison data with other teaching led universities (4) in BC.

A management retreat will occur to distill the information and set draft targets, with a report back to the Governance Committee and the Board. The Board will discuss the proposed targets at the February Board retreat.

Governance Committee Report

Draft Admission Framework

Jane Fee and Ron Maggiore presented an overview of the draft Admission Framework.

**Moved by Kim Richter, seconded by Chris Girodat;
THAT the Board of Governors approve the Proposed Admission
Framework.**

MOTION CARRIED

Notice of Position

**Moved by Sandra Hoffman, seconded by Lisa Skakun;
THAT the Board of Governors approve the Notice of Position dated
September 2013.**

MOTION CARRIED

**Finance & Audit
Committee Report**

School of Traditional Chinese Medicine Expression of Interest

Tru Freeman presented an Expression of Interest (EOI) developed in response to a commitment by the provincial government to create a public School of Traditional Chinese Medicine in BC. The EOI was recommend by the Board Finance & Audit Committee and submitted to the Ministry of Advanced Education on September 13, 2013.

**Moved by Chris Girodat, seconded by Lisa Skakun;
THAT the Board of Governors approve submission of the Expression of
Interest regarding a School of Traditional Chinese Medicine to the
Ministry of Advanced Education.**

MOTION CARRIED

**Human Resources
Committee**

President's Goals 2013-14

**Moved by by Gord Schoberg, seconded by Lisa Skakun:
THAT the Board approve the President's Goals 2013-14.**

MOTION CARRIED

**Board/Senate Task Force
Report**

No Report

Student Affairs Report

Ron Maggiore reported on three initiatives undertaken by the Division of Student Affairs which are expected to have a significant positive impact for students. Advising appointments can now be scheduled online and 465 appointments have been booked in the last two weeks. A new mobile application provides students with secure access to their records and KPU information. A flexible registration module for non-traditional course work is being piloted.

President's Report

The President's report on activities within KPU for the period of June 6 to September 8, 2013 was received.

Senate Report, June 24, 2013

President's Update

A report was received.

Next Meeting Agenda Contribution

Suggestions for upcoming meetings included:

- A presentation by Daniel Bernstein, Canada Research Chair
- Initiating an annual cycle of presentations from representatives from the KFA, KSA, BCGEU
- Invitations to major employers in the area
- Invitation to the Superintendent for local schools
- Campus tours

For the Good of the Order

Gord Schoberg met with Theresa Watt, MLA for Richmond Centre; Lisa Skakun attended the Premier's golf tournament.

Evaluation of the Board as a Group

Gord Schoberg evaluated the Board's performance.

Noted:

- Members appropriately represented their individual areas of expertise
- Work done at the committee level is extensive and allows Board discussion to occur at a higher level
- The full KPU Report to the Board of Governors is lengthy and posting it online should be considered in future.
- The new agenda format is helpful

Information Package

Information included an updated events calendar and a link to the 'Weaving Together' activity schedule.

Adjournment

The meeting adjourned at 6:38pm.

Chair, Board of Governors

Kwantlen Polytechnic University
Quarterly Projections for Operating Funds
For Quarter Ending September 30, 2013

Notes for September 2013 quarterly projections:

Revenue:

- Ministry Grant funding is on target to what has been indicated by the Ministry that KPU will receive for FY14.
- Domestic tuition is on target, the projected tuition budget included a 2% increase in enrollment and fees.
- International tuition is tracking above budget as the early indicators are that enrollments are up for the period.

Expenses:

- Salaries and benefits are on target, the projected budget factored in the progression through salary steps and across the Board increases, and increase to benefits costs.
- Non salary expenses are tracking lower than last year at this time. KPU is continuing to encourage all faculties and units to tighten controls over non-salary spending and to spend wisely. The change in % from the previous year's Q2 is due to timing, standard items being ordered at later than prior years.

At this time, the expectation with domestic enrollment being on target to budget, other inflationary factors and international tracking above budget; expectation is that the surplus should be similar to FY 13. However, the estimated surplus is a quesstimate at this time as Q3 is the best indicator as to how KPU will end the fiscal year.

Kwantlen Polytechnic University
Quarterly Projection of Operating Funds *
For Quarter Ending September 30, 2013

(in thousands)	Annual Budget FY13/14	Quarter ending September 30, 2013	Actual % of Budget FY13/14	Actual % of Budget FY12/13	Projection to March 31, 2014
Revenue:					
Grants	70,014	35,700			70,000
Domestic tuition	37,531	13,117			37,500
International tuition	13,009	7,207			13,300
Access and other fees	4,732	2,185			4,700
Interest, shop earnings and other income	3,640	1,382			3,600
	<u>128,926</u>	<u>59,591</u>	46%	46%	<u>129,100</u>
Expenses:					
Salaries	87,186	42,069			87,200
Benefits	20,292	9,324			20,300
Salaries and benefits	<u>107,478</u>	<u>51,394</u>	48%	48%	<u>107,500</u>
Travel and professional development	2,214	574			2,200
Supplies	4,375	1,734			4,400
Fees and services	4,192	1,998			4,200
Facilities	5,920	2,839			5,900
Leases, property taxes and insurance	352	224			400
Contributions to KPU Foundation	1,000	1,008			1,000
Transfers to/from other funds	4,435	4,577			4,600
Non-salary expenses	<u>22,488</u>	<u>12,954</u>	58%	60%	<u>22,700</u>
	<u>129,967</u>	<u>64,347</u>	50%	50%	<u>130,200</u>
Excess of revenue over expenses	(1,041)	(4,756)			(1,100)

*** includes Revenue Generating activities**

New Board Member Mentor

Kristan Ash has agreed to be the Board Mentor to new Board Member Shira Standfield, as outlined in the Board Governance Manual (excerpt below).

19.4 MENTOR

The Board Chair assigns a current Board Member as a mentor to each new Board Member. The mentor acts as a resource and advisor at the start of the new Member's tenure. This mentoring program provides the new Board Member with a chance to get comfortable with his or her new role, and to interact one-on-one with someone who may have experience in the areas in which the new Board Member has any questions. It is also an opportunity for the new Board Member to become acclimatized to the Board, by gaining a sense of its culture, and to meet other Members in informal situations.

The mentor:

- a) follows up after Board meetings to debrief and answer questions, including basic questions that it might be easier for the new Board Member to ask of a mentor than of an entire Board;
- b) encourages the new Member to actively participate in the Board;
- c) initiates informal contact between Board meetings for the first few months of a new Board Member's tenure, to facilitate an ongoing discussion of 'how' to be a Board Member of KPU;
- d) provides advice and direction to the new Member as required, including with respect to, for example:
 - i) Board norms and behaviours;
 - ii) the background of any current controversies; and
 - iii) history of major Board/organizational issues;
- e) assists the new Board Member to access resources and information as needed; and
- f) provides feedback to the Governance Committee on the Board's orientation process to address information gaps or areas that have been overlooked for the future benefit of new Board Members.

Agenda Item: *Vision 2018: Update on Measures of performance*

Action Requested:	<input type="checkbox"/> Motion to Approve <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	N/A
--------------------------------	------------

Board Committee Report: *For University Secretariat Use Only*

Key Messages: **1. Progress towards performance indicators is identified using coloured symbols.**
[maximum of three]

2. Five targets have already been achieved and six targets indicate performance is within 90% of the target. Others show work in progress, measurement of data is not yet available or performance is below 90% of the target.

3.

Context & Background: At its September 18/13 meeting, the Board reviewed a first draft of baseline measures of performance regarding Vision 2018, providing feedback to the President. The resulting document is attached for further discussion.

Resource Requirements: *N/A*

Implications / Risks: *N/A*

Attachments: Baseline Measures of Performance Dashboard Format

Submitted by: *Ariana Arguello*

Date submitted: *November*

Baseline Measures of Performance Dashboard Format

KPU offers all learners opportunities to achieve success in a diverse range of programs that blend the theory and practice, critical understanding, and social and ethical awareness necessary for good citizenship and rewarding careers.



November 2013

FOREWORD

This report presents the baseline measures for KPU's Strategic Plan VISION 2018 and an update on measures that are still being developed.

Some targets have been established using the performance of the teaching intensive universities (referred to as TIU throughout the document) in British Columbia. This includes: Capilano, Vancouver Island, Fraser Valley, and Thompson Rivers. The data used for these measures include: certificate, diploma, associate degree, baccalaureate and trades students/programs data. Developmental data are not included, because the comparable data were not readily available.

A reporting system to track activity that advances the goals in VISION 2018 is currently being sourced. It is anticipated that implementation will begin in early 2014. The reporting system will allow all units in KPU to report their priorities and actions in a single information repository, cultivating a culture of planning, evaluation and accountability while facilitating reporting.

For each of the performance indicators in this document, progress is identified using symbols:



- Indicates the measurement data are not available yet or the target needs to be set.



- Indicates work is in progress



- Indicates the target has been achieved



- Indicates performance is within 90% of the target



- Indicates performance is below 90% of the target

The ranges for determining if progress is assigned green, amber or red are based on the Ministry's accountability framework.

Quality: Successful Global Citizens															
Measures of Post-study Employment	Performance	Target	Progress												
1. Proportion of graduate who are employed	<table border="1"> <tr><th>Year</th><th>Performance (%)</th></tr> <tr><td>2010</td><td>75%</td></tr> <tr><td>2011</td><td>75%</td></tr> <tr><td>2012</td><td>77%</td></tr> </table>	Year	Performance (%)	2010	75%	2011	75%	2012	77%	Continue to approach TIU 3 year average of 81%					
Year	Performance (%)														
2010	75%														
2011	75%														
2012	77%														
2. Proportion of graduates employed in a related field of study	<table border="1"> <tr><th>Year</th><th>Performance (%)</th></tr> <tr><td>2010</td><td>60%</td></tr> <tr><td>2011</td><td>61%</td></tr> <tr><td>2012</td><td>63%</td></tr> </table>	Year	Performance (%)	2010	60%	2011	61%	2012	63%	Continue to approach TIU 3 year average of 71%					
Year	Performance (%)														
2010	60%														
2011	61%														
2012	63%														
3. Usefulness of knowledge and skill in performing job	<table border="1"> <tr><th>Year</th><th>Performance (%)</th></tr> <tr><td>2010</td><td>70%</td></tr> <tr><td>2011</td><td>74%</td></tr> <tr><td>2012</td><td>76%</td></tr> </table>	Year	Performance (%)	2010	70%	2011	74%	2012	76%	Continue to approach TIU 3 year average of 82%					
Year	Performance (%)														
2010	70%														
2011	74%														
2012	76%														
Measures of Citizenship and Internationalization	Performance	Target	Progress												
4. Developed ability to work effectively with others	<table border="1"> <tr><th>Year</th><th>Performance (%)</th></tr> <tr><td>2010</td><td>81%</td></tr> <tr><td>2011</td><td>79%</td></tr> <tr><td>2012</td><td>83%</td></tr> </table>	Year	Performance (%)	2010	81%	2011	79%	2012	83%	Continue to approach TIU 3 year average of 85%					
Year	Performance (%)														
2010	81%														
2011	79%														
2012	83%														
5. How well program provided opportunities for developing ability to analyze and think critically	<table border="1"> <tr><th>Year</th><th>Performance (%)</th></tr> <tr><td>2010</td><td>82%</td></tr> <tr><td>2011</td><td>81%</td></tr> <tr><td>2012</td><td>81%</td></tr> </table>	Year	Performance (%)	2010	82%	2011	81%	2012	81%	Continue to approach TIU 3 year average of 86%					
Year	Performance (%)														
2010	82%														
2011	81%														
2012	81%														
6. Measure related to exposure to diversity and societal problems during educational experience at KPU	Data not available until summer 2014 when the National Survey of Student Engagement data is available	TBD													
7. Number of students taking part in formal exchanges or international learning experiences	<table border="1"> <tr><th>Year</th><th>Inbound</th><th>Outbound</th></tr> <tr><td>2011</td><td>60</td><td>76</td></tr> <tr><td>2012</td><td>99</td><td>89</td></tr> <tr><td>2013</td><td>104</td><td>99</td></tr> </table>	Year	Inbound	Outbound	2011	60	76	2012	99	89	2013	104	99	≥ average of the previous 2 years	
Year	Inbound	Outbound													
2011	60	76													
2012	99	89													
2013	104	99													
8. Proportion of students completing the Global Competency Certificate	Global competence certificate being developed	TBD													

Quality: Engaged Learners																		
Measures of Retention	Performance	Target	Progress															
9. Retention for open and selective entry baccalaureate programs	<table border="1"> <caption>Retention for open and selective entry baccalaureate programs</caption> <thead> <tr> <th>Year</th> <th>Limited Entry (%)</th> <th>Open Access (%)</th> </tr> </thead> <tbody> <tr> <td>YR. 1</td> <td>90%</td> <td>72%</td> </tr> <tr> <td>YR. 2</td> <td>83%</td> <td>55%</td> </tr> <tr> <td>YR. 3</td> <td>81%</td> <td>46%</td> </tr> <tr> <td>YR. 4</td> <td>79%</td> <td>45%</td> </tr> </tbody> </table>	Year	Limited Entry (%)	Open Access (%)	YR. 1	90%	72%	YR. 2	83%	55%	YR. 3	81%	46%	YR. 4	79%	45%	3% increase for each by 2018	
Year	Limited Entry (%)	Open Access (%)																
YR. 1	90%	72%																
YR. 2	83%	55%																
YR. 3	81%	46%																
YR. 4	79%	45%																
10. Retention for open and selective entry non-baccalaureate programs	<table border="1"> <caption>Retention for open and selective entry non-baccalaureate programs</caption> <thead> <tr> <th>Year</th> <th>Limited Entry (%)</th> <th>Open Access (%)</th> </tr> </thead> <tbody> <tr> <td>YR. 1</td> <td>65%</td> <td>62%</td> </tr> <tr> <td>YR. 2</td> <td>72%</td> <td>44%</td> </tr> <tr> <td>YR. 3</td> <td>70%</td> <td>35%</td> </tr> </tbody> </table>	Year	Limited Entry (%)	Open Access (%)	YR. 1	65%	62%	YR. 2	72%	44%	YR. 3	70%	35%	3% increase for each by 2018				
Year	Limited Entry (%)	Open Access (%)																
YR. 1	65%	62%																
YR. 2	72%	44%																
YR. 3	70%	35%																
Measures of Learner Engagement	Performance	Target	Progress															
11. Dimensions of learner engagement	Data not available until summer 2014 when the National Survey of Student Engagement data is available	TBD																
Quality: Effective Organization																		
Measures of Quality Improvement	Performance	Target	Progress															
12. Review of programs conducted	An average of 6 comprehensive program reviews are conducted annually. Mid-cycle reviews will be developed.	# comprehensive reviews TBD 20 mid-cycle reviews conducted annually																
13. Development of plans identified in VISION 2018	The Academic Plan is nearly completed. There are three remaining plans that must be developed: Strategic Enrolment Management Plan, Research and Scholarship Plan and the Teaching and Learning Plan.	Development of plans by June 2014																
14. Successful development of service unit plans that align with VISION 2018	The pilot process for developing the service unit plans is being conducted at the end of November	Development of plans by June 2014 for all units																

Measures of Efficiency	Performance	Target	Progress						
15. Proportion of educational activity taking place between May and August	<table border="1"> <tr> <td>2011</td> <td>2012</td> <td>2013</td> </tr> <tr> <td>16%</td> <td>15%</td> <td>16%</td> </tr> </table>	2011	2012	2013	16%	15%	16%	TBD	<input type="radio"/>
2011	2012	2013							
16%	15%	16%							
16. Credentials awarded by learner FTE	<table border="1"> <tr> <td>FY2011</td> <td>FY2012</td> <td>FY2013</td> </tr> <tr> <td>0.18</td> <td>0.19</td> <td>0.21</td> </tr> </table>	FY2011	FY2012	FY2013	0.18	0.19	0.21	TBD	<input type="radio"/>
FY2011	FY2012	FY2013							
0.18	0.19	0.21							
17. Seat utilization rates by Faculty	Data pending	TBD	<input type="radio"/>						
18. Space square footage per learner FTE	Data pending	TBD	<input type="radio"/>						
19. Survey of governance effectiveness at KPU (Board and Senate)	Survey must be developed and administered	TBD	<input type="radio"/>						
Measures of Sustainability	Performance	Target	Progress						
20. Measure(s) of environmental sustainability	Measure being developed	TBD	<input type="radio"/>						
Measures of Financial Health	Performance	Target	Progress						
21. Government grant per funded learner FTE	<table border="1"> <tr> <td>2010/11</td> <td>2011/12</td> <td>2012/13</td> </tr> <tr> <td>8,120</td> <td>8,043</td> <td>8,135</td> </tr> </table>	2010/11	2011/12	2012/13	8,120	8,043	8,135	TBD	<input type="radio"/>
2010/11	2011/12	2012/13							
8,120	8,043	8,135							
22. Operating costs per overall learner FTE	Data pending	TBD	<input type="radio"/>						
23. Non-government revenue sources	FY 2012: \$71,578,000 FY 2013: \$72,313,000 (only 2 years of data available in the new financial reporting format)	TBD	<input type="radio"/>						
24. Deferred maintenance	Data pending	TBD	<input type="radio"/>						

25. Ratio of Contingency reserve to operations	Data pending	≥ 6%							
26. Cash donations for capital expansions, special projects and student awards	FY 2011: \$1,696,946 FY 2012: \$2,014,000 FY 2013: \$2,723,512	≥ average of the previous 2 years							
Measures of Employee Engagement									
	Performance	Target	Progress						
27. Employee engagement survey questions	Composite measure being developed	Improvement of rating each iteration of the survey							
Reputation: Recognized Teaching and Scholarship									
Measures of Teaching Quality									
	Performance	Target	Progress						
28. Satisfaction with education	<table border="1"> <tr> <td>2011</td> <td>2012</td> <td>2013</td> </tr> <tr> <td>93%</td> <td>92%</td> <td>91%</td> </tr> </table>	2011	2012	2013	93%	92%	91%	Continue to approach TIU 3 year average of 94%	
2011	2012	2013							
93%	92%	91%							
29. Quality of instruction	<table border="1"> <tr> <td>2011</td> <td>2012</td> <td>2013</td> </tr> <tr> <td>84%</td> <td>82%</td> <td>80%</td> </tr> </table>	2011	2012	2013	84%	82%	80%	Continue to approach TIU 3 year average of 87%	
2011	2012	2013							
84%	82%	80%							
Measures of Teaching Quality									
	Performance	Target	Progress						
30. Dollars received for sponsored research	FY 2009: \$337,287 FY 2010: \$109,047 FY 2011: \$578,806 FY 2012: \$941,958 FY 2013: \$991,243	≥ average of the previous 5 years							
31. Other measures of scholarly activity (e.g. Scholarship of Teaching and Learning) will be developed	Measure pending completion of the Research and Scholarship Plan	TBD							
Reputation: Unique Identity									
Measures of Unique Identity									
	Performance	Target	Progress						
32. Employees agree that KPU has a good reputation in its community	47%	Increase from last survey's ratings of 50%							
33. Employees agree that there is a clear vision for KPU's future	46%	Increase from last survey's ratings of 42%							

34. KPU's community understands and values KPU's unique identity.	A survey of KPU's community will be conducted in the spring 2014.	TBD							
Measures of Continuing Education									
	Performance	Target	Progress						
35. Headcount in continuing education and professional studies	<table border="1"> <tr> <td>2011</td> <td>2012</td> <td>2013</td> </tr> <tr> <td>1089</td> <td>1204</td> <td>1271</td> </tr> </table>	2011	2012	2013	1089	1204	1271	TBD (Comparative data pending)	
2011	2012	2013							
1089	1204	1271							
Relevance: Community Engagement									
Measures of Community Engagement									
	Performance	Target	Progress						
36. Expanded learning opportunities for the community	These four dimensions of community engagement (items 36 - 39) have recently been articulated. What will be counted in each is currently being developed	TBD							
37. Enriched student learning experiences in the community		TBD							
38. Service to the community in the form of service, teaching and research		TBD							
39. Advancing the university		TBD							
Relevance: Expanded Educational Access									
Measures of Learner Growth									
	KPU Three Year Trend	Recent Performance	Target	Progress					
40. Learner FTE growth	<table border="1"> <tr> <td>FY2011</td> <td>FY2012</td> <td>FY2013</td> </tr> <tr> <td>10966</td> <td>11328</td> <td>11406</td> </tr> </table>	FY2011	FY2012	FY2013	10966	11328	11406	5% annual growth (FY 2013 base year)	
FY2011	FY2012	FY2013							
10966	11328	11406							
- Indicates the measurement data is not available yet or the target needs to be set.									
Measures of Learner Growth									
	KPU Three Year Trend	Recent Performance	Target	Progress					
41. Number of work integrated learning experiences	<table border="1"> <tr> <td>2011</td> <td>2012</td> <td>2013</td> </tr> <tr> <td>4239</td> <td>4855</td> <td>6315</td> </tr> </table>	2011	2012	2013	4239	4855	6315	≥ average of the previous 2 years	
2011	2012	2013							
4239	4855	6315							



Agenda Item: *KPU Board Endowed Scholarship*

Action Requested:	<input checked="" type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	THAT the Board of Governors approve the revised KPU Board Endowed Scholarship criteria.
--------------------------------	------------------------------------------------------------------------------------------------

Board Committee Report: The Board Governance Committee reviewed revised criteria for the Board Endowed Scholarship and recommended the revisions to the Board for approval at its November 6, 2013 meeting.

Key Messages: [maximum of three]

1. The Governance Committee decided to retain the current single award.
2. The selection criteria for the award were revised to reflect the values outlined in the KPU Strategic Plan: Vision 2018.

Context & Background: At the October 9, 2013 Board Governance meeting the Committee agreed to retain the current single award, but that the selection criteria could be enhanced to include values of quality, relevance and reputation from the KPU Strategic Plan: Vision 2018 document. The attached document contains revisions to this effect and was reviewed by the Governance Committee at its November 6, 2013 meeting.

Resource Requirements: N/A

Implications / Risks: N/A

Consultations: N/A

Attachments: *Proposed Board Endowment Criteria*

Submitted by: *Jeff Norris*

Date submitted: *November 12, 2013*



KPU Board of Governor's Endowed Scholarship

The Board of Governors Endowed Scholarship is awarded to a student that exemplifies KPU's commitment to Quality, Reputation and Relevance. Having completed at least 50% of their program, the student has demonstrated excellence in the classroom and maintains a CGPA of 3.67 or higher. Through their actions both inside and outside university the student has increased the reputation of KPU. Their contribution must be documented by both external and internal letters of support. The student will also have undertaken practical aspects of their studies (such as Co-Op program, practicum, apprenticeship) and will submit a letter of reference from their instructor/s confirming their exemplary work in this area.

Amount: \$2,000

Agenda Item: *Draft Board Budget 2014-2015*

Action Requested:	<input checked="" type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	THAT the Board of Governors approve the Board Budget 2014-2015.
--------------------------------	------------------------------------------------------------------------

Board Committee Report: *The Board Finance & Audit Committee reviewed the Board Budget 2014-15 and recommended it to the Board for approval.*

Key Messages: **1. This is a status quo budget – no changes made**
[maximum of three]

Context & Background: The KPU budget cycle for 2014-15 is in progress. The Board’s own budget must be submitted as part of this process.

Resource Requirements: *N/A*

Implications / Risks: *N/A*

Consultations: *N/A*

Attachments: *Draft Board Budget 2014-15*

Submitted by: *Sandi Klassen*

Date submitted: *November 12, 2013*

Board of Governors Budget

2014-2015

<u>Activity</u>	<u>Draft Budget 2014-2015</u>	<u>Expenses to 31 September 2013</u>	<u>Prior Year Expenditure Totals</u>	<u>Notes</u>
7895 Honoraria	2,000		3,017	6 cr./sem X 18 X 2 Awarded in November
Board Development				
7443 Conferences	61,000	12,513	29,621	AGB expenses to come in March 2014 CUBA expenses to come in March 2014
AGB CUBA (Board Chair & University Secretary)				
7102 Board Retreat	14,000		14,645	February retreat expenses to come
7133 Reference/Class Sets		265	289	
Meeting expenses				
7444 Regular	3,000			
7444 Committee	4,374			
Board Functions				
7444 Christmas Social	4,000			
7444 Community Activities	7,626			
7444 Board Retirement Dinner	2,000			21-Nov-13
7441 Mileage (local)	4,000	110	590	
7859 Insurance	500		290	
7120 Supplies (business cards, gifts, supplies, etc)	5,000	668	1,958	Board Retirement Gifts expenses to come
7190 Miscellaneous	1,000		600	
7869 Memberships (AGB, CUBA)	3,000	3,036	2,958	
7870 Professional Fees		2,551	20,579	
7897 Independent Service Contract	100,000		50,000	
7890 Audit Fees	80,500	50,418	162,965	More audit fees to come
7920 Fixed Assets (non-tagged)			4,063	ipads
7872 Legal Fees			4,616	
7892 Recruiting Expenses			8,254	
Total Board Budget	292,000	71,835	311,308	
			295,000	Budget for FY13



Agenda Item: *KSA Request re CFS Fees*

Action Requested:	<input checked="" type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	THAT the Board of Governors agree to remit fees collected on behalf of the Canadian Federation of Students (CFS) directly to the CFS, as requested by the Kwantlen Student Association (KSA).
--------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Board Committee Report: n/a

- Key Messages:** [maximum of three]
1. **The University Act Section 27.1(3) states that:**
 “On annual notice from a student society, the board must collect fees on behalf of a provincial or national student organization, and remit them to the student society or directly to the provincial or national student organization, as may be agreed by the board and the student society...”
 2. **The KSA has requested that KPU remit the fees collected on behalf of the CFS directly to the CFS (letter attached).**

Attachments: *KSA Letter of Request*

Submitted by: *Jeremy McElroy, General Manager, KSA*

Date submitted: *November 19, 2013*



**KWANTLEN
STUDENT
ASSOCIATION**

12666 72nd Avenue
Surrey, BC V3W 2M8

Reception: 604.599.2126
Facsimile: 604.599.2429
Website: www.kusa.ca

November 18, 2013

Shane King
Chair, Board of Governors
Kwantlen Polytechnic University

Dear Mr. King,

On April 18, 2013, the Executive Board of the Kwantlen Student Association (KSA) passed a resolution to request the University to remit fees collected on behalf of the CFS (Canadian Federation of Students) directly to the CFS instead of coursing it through the KSA, effective immediately.

We understand that there was some confusion in this matter, and hope that this letter now constitutes an agreement between the Kwantlen Student Association and KPU pursuant to the British Columbia University Act Section 27.1 (3), which allows for direct remittance of such fees to the CFS as a national student organization.

If you need to contact the CFS, please correspond with Mr. Gabe Hoogers, Treasurer, CFS (g.hoogers@cfs-fcss.ca). The mailing address for the CFS is:

Canadian Federation of Students
338, rue Somerset Street West / Ouest
Ottawa, Ontario K2P 0J9

Thank you for your attention to this matter.

Sincerely,

Jeremy McElroy
General Manager
Kwantlen Student Association

cc: Sandi Klassen, University Secretary, KPU
Harry Gray, Vice President, Finance, KPU
Ron Maggiore, Vice-Provost, Students, KPU
Gary Hoogers, Treasurer, CFS

Agenda Item: Board / Senate Task Force on Bi-cameral Governance

Action Requested:	<input type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	N/A
--------------------------------	-----

Board Committee Report: The Board/Senate Task Force met on November 15, 2015. They discussed a work plan for the Task Force, the Presidential Search Policy and Procedures and a Process regarding Program Development and Short Timelines.

Key Messages:
[maximum of three]

- 1. Work plan will be updated and monitored for each meeting.**
- 2. Presidential Search Policy and Procedures were thoroughly discussed and will be posted for University comment for six weeks.**
- 3. The Senate Executive Committee will be called together when timelines regarding program development are short, reporting their work to Senate at its next meeting. The appropriate Board committee will be consulted as well. This process was not followed in the case of the Traditional Chinese Medicine Expression of Interest (EOI), but this EOI raised the process issue. A solution already existed and will be followed in the future.**

Submitted by: *Sandi Klassen*

Date submitted: *November 15, 2013*

Agenda Item: *Provost's Report*

Action Requested:	<input type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	N/A
--------------------------------	------------

Board Committee Report: *For University Secretariat Use Only*

- Key Messages:** *[maximum of three]*
- 1. The implementation of recommendations from projects regarding the redesign of admissions practices and identifying solutions to improve the first year experience for our students have been brought together under the Transitions Project.**
 - 2. CCAA Women's Soccer National Championships: While Grant MacEwan University took the national title with a 2-0 victory over Cegep Garneau, KPU took home the trophy for the Championship Fair Play Award, an accomplishment they also managed at the conclusion of their regular season in the PACWEST conference.**

Attachments: Office of the Provost Board of Governors Report November 2013

Submitted by: Salvadore Ferreras

Date submitted: November 14, 2015

OFFICE OF THE PROVOST AND VICE PRESIDENT ACADEMIC
BOARD OF GOVERNORS REPORT
November, 2013

THE OFFICE OF THE PROVOST

Fall 2013 has been marked by a rapid acquaintance period followed by a wave of new initiatives, reviews of practice, some history lessons, internal and external meetings, new program developments and a whole lot of significant opportunities for me to familiarize myself with the systems, activities and flow of KPU's culture. In addition to all of the above, the Provost office has been busy tending to the development of policies, partnerships and engagement.

Significant activities include:

- Academic Plan consultations (ongoing)
- Truth and Reconciliation Week
- First KPU Annual Research and Knowledge mobilization day, November 1
- NATVAC (National Association of Vice Presidents Academic), CAUBO, CBOC conference
- Visiting guests from Athabasca, York, TRU
- MOU signings with Canadian Dehua and TUV Nord
- School Board Superintendents meeting
- Musqueam Nation visit with President Alan Davis
- Conference Board of Canada
- Higher Education Quality Council of Ontario
- Quality Assurance consultations with Ministry of Advanced Education

Two notable larger projects deserve special mention:

TRANSITIONS

The launch of KPU's long-awaited *Transitions* project is a culmination of a two-year intensive review of existing systems, best practices and significant literature on the student success. What began as a Foundations of Excellence Project (FOE) at KPU during the 2011-12 academic year transformed into two more focused initiatives to redesign admission practices to best serve an increasingly diverse range of students and identify solutions to improving the first-year experience for our students. The implementation of recommendations from these two projects has now been brought together under the Transitions project.

At a high level the proposed changes will allow KPU to:

- align KPU's admission policies with peer institutions and universities in BC,
- streamline and clarify the admissions process for students,
- cultivate students' sense of belonging to the University,
- ensure that students are better prepared for their programs, and
- promote KPU as a "receiving" university where students can transfer in rather than just out.

The Transitions project is the direct outcome of the Admissions Framework proposal approved at Senate on June 23, 2013 and formally approved by the Board on September 18, 2013. Over the next 2-3 years, Transitions will help drive significant institutional change at KPU by achieving ambitious strategic and academic plan targets and will lead to better support for and retention of students by its full implementation in Fall 2015. Transitions is an important element of KPU's Vision 2018 Quality goal to continually improve learner engagement and retention.

CCAA WOMEN'S SOCCER NATIONAL CHAMPIONSHIPS

November 6-9, 2013 KPU hosted the CCAA 2013 Women's National Soccer Championship at the KPU varsity field at Newton Athletic Park. The championship featured 8 of the best CCAA women's soccer teams in the country including tournament hosts, the KPU Eagles. The 8 teams were comprised of 5 conference champions and 3 wildcard qualifiers. Teams who earned a spot to the 2013 championship were: PEI, QC, ON, AB, and BC.

The tournament was officially opened by Kwantlen First Nation elders, Cheryl Gabriel and Lekeyton Antone on November 5th at a banquet and awards ceremony recognizing the season's CCAA all-stars, most valuable player and coach of the year.

Grant MacEwan University took the national title with a 2-0 victory over Cegep Garneau.

KPU took home the trophy for the championship Fair Play Award, an accomplishment they also managed at the conclusion of their regular season in the PACWEST conference.

The tournament featured over 200 players and coaches and attracted well over a 1000 spectators to the tournament site in addition to an online audience of 5400 who took in matches via live webcast. In addition to an organizing committee, KPU engaged over 100 volunteers to support this event, with over 50 volunteers from the community.

Important events such as the CCAA championship and related recreational activities add momentum to KPU's drive to become a leading polytechnic university that engages learners in diverse aspects of campus life and by extending community engagement beyond immediate boundaries to a national community of learners.

**Respectfully submitted,
Salvador Ferreras, Provost & Vice President, Academic**



Agenda Item: *President's Report*

Action Requested:	<input type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	N/A
--------------------------------	-----

Board Committee Report: *For University Secretariat Use Only*

Key Messages: **N/A**
[maximum of three]

Attachments: President's Report to the Board / November 20, 2013

Submitted by: *Alan Davis*

Date submitted: *November 12, 2013*

President's Report to the Board

November 20th, 2013

This Fall has been extremely busy, and I have only been able to experience a fraction of the activity across KPU. Some highlights from the Board reports from faculties and divisions are given below, and the 67 pages of full reports are available at: [November 2013 Report to the Board of Governors](#).

KPU-hosted Events

Within KPU we hosted several major events this Fall, including the Day of Truth and Reconciliation which was masterfully organized and very well attended. It concluded with a wonderful Pow-wow in the Surrey gymnasium.

The School of Business held its successful awards night on September 25th, and the bigger and better than ever Foundation Board Annual Scholarship and Awards Dinner was held on November 13th.

Convocation was held on October 5th, and although having 3 ceremonies on one day was hard on some, they were all very successful ceremonies.

The Distinguished Alumni Awards luncheon was very well attended and it was wonderful to host the new members of this elite group: the Honorable Stephanie Cadiuex (Business, '94), Marianne Mathias (Fashion Design, 2002), Chris McCue (Environmental Protection Technology, '94), and Baltej Dhillon (Criminology, '88).

KPU co-hosted with SFU and the Conference Board of Canada a very successful national meeting of university provosts and business officers. This was initiated and largely driven by Gordon Lee and the team from the Provost's office.

Soon after, KPU hosted the annual Fall conference of the Collaboration for Online Higher Education Research which several people were able to attend, and which got very positive feedback.

<http://www.tonybates.ca/2013/10/26/examining-the-potential-and-reality-of-open-educational-resources-the-2013-cohere-conference/>

On September 23rd we hosted a ceremony to sign an MOU with TÜV Nord, one of the world's leading technical assessment and quality control companies and which has considerable experience in pipeline and major plant construction.

On November 5th, KPU hosted the inaugural meeting of the Open Education Resource universities' (OERu) Council of Chief Executives, which I was pleased to Chair (and was subsequently asked to continue to do). This followed a highly successful launch of the OERu by Sir John Daniel at Thompson Rivers University on November 1st, with several KPU people in attendance.

From November 5th to the 9th, KPU proudly hosted the CCAA National Women's Soccer Championships at Newton Athletic Park. This involved dozens of KPU staff and volunteers who executed a very complex tournament splendidly.

On October 17th, KPU Surrey hosted a meeting of the Network to Eliminate Violence in Relationships, with Minister Cadieux in attendance. On November 7th, KPU Surrey hosted "Let's Make it Happen": a Poverty Reduction Forum in partnership with the City of Surrey.

On November 13th KPU hosted representatives of the Canadian Dehua International Mines group to discuss skills training opportunities.

In an effort to re-think and revise our approaches to prior learning assessment at KPU, we hosted Dr. Christine Wihak on October 8th and 9th to share her experiences at Thompson Rivers University Open Learning and as a leading researcher on PLA in Canada.

Government Relations

With the legislature not sitting this Fall, there has been a lot of opportunity to meet with our MLAs as they visited our campus, and at special meetings to discuss key matters. Since the last Board meeting, I have met with Honorable Amrik Virk, Minister of Advanced Education, Honorable Stephanie Cadieux, Minister of Children and Family Services, and Honorable Teresa Wat, Minister for International Trade, as well as all the other Richmond and Surrey MLAs. I have meetings planned with Ministers Coleman and Polak, and with our Delta MLAs Scott Hamilton and Vicki Huntington.

At meetings of the BC Business Council (BCBC) I have been able to meet with Ministers Virk, Wilkinson and (via teleconference) de Jong. I also attended the BCBC Summit on November 12th that included a presentation by Premier Christy Clark, and a panel session of global investors.

I attended the Surrey Board of Trade's Education Committee meeting where Minister of Education Fassbender discussed skill training and pathways from school to higher education and to work.

The new Deputy Minister for AVED is Sandra Carroll, and Sal Ferreras and myself went to Victoria to meet with her and to bring her up to date on Vision 2018 and its alignment with the BC Government's priorities, and on our plans for Trades and Technology, along with the core review of programs that AVED is expecting of each institution in the next year.

From October 20th to the 23rd I was in Ottawa at the National Skills Summit and the Day on the Hill organised by ACCC on behalf of colleges, institutes and polytechnics, and the AUCC fall meeting.

The BCAIU Presidents met on October 7th at the Justice Institute of BC (JIBC) and the Metro Presidents group met on September 30th to discuss the matter of government policy and funding.

Community Relations

In addition to the links with the community that we create whenever we host an event, I can add a number of specific outreach activities just from my office.

On October 1st, KPU and School District 35 hosted the five school district superintendents in our region, and we have developed a proposal to share a coordination position for the consortium. This is modelled on similar successful approaches elsewhere in BC.

I have visited the Tsawwassen, Kwantlen and Musqueam First Nations since the last Board meeting, as well as attending a long list of special events:

- the Surrey Homeless and Housing Society Grant Awards celebration
- the Delta Chamber of Commerce lunch with the Honorable Perrin Beatty
- the Innovation Boulevard events in Surrey on October 17th and November 14th
- the SUCCESS 40th Anniversary Dinner
- the White Rock Council (to present Vision 2018)
- the White Rock Artist's Day Gala
- the Surrey Mayor's Gala Dinner
- the SFU Surrey Gala Dinner
- the Burns Bog Conservation Society Gala Dinner
- the Surrey Board of Trade Annual Business Awards (co-sponsored by KPU)
- the Surrey Board of Trade lunch on the LNG initiative

I was the keynote speaker at the Surrey Board of Trade's luncheon on October 2nd, with considerable interest shown by various media on our plans for the future.

On November 18th I was the plenary keynote at the Canadian Association for Prior Learning Assessment's annual conference in Toronto, on the topic of "Nouveau Apprentissage".

I was also profiled in Business in Vancouver:

<http://www.biv.com/article/20131029/BIV0201/310299953/alan-davis-school-work>

Strategic Initiatives

As Vision 2018 starts to roll out and influence our work, a number of new initiatives that will contribute to achievement of our goals have come forward. KPU of course needs to apply due diligence to each of these to ensure sustainability and alignment with our mission, but it must also act nimbly and decisively to develop and respond to opportunities.

Innovation Boulevard

KPU has worked closely with the City of Surrey, SFU and Fraser Health to develop the concept of an Innovation Boulevard, stretching from the new City Hall to Surrey Memorial Hospital. This will be centred around the work of Dr. Ryan D’Arcy, Surrey Memorial Hospital Foundation BC Leadership Chair in Multimodal Technology for Healthcare Innovation. The vision is to stimulate research and investment in Health Technology, thus creating jobs and economic activity. To this end, KPU will be leasing some space in Health Tech Connects, housed in a new development across from the hospital where teams of faculty and students can work across disciplines to apply various technologies to improving health care.

KPU Tech

This is the new official contraction of Kwantlen Polytechnic University Trades and Technology Campus in Cloverdale and, inspired by the demands for skilled workers in the trades and related technologies of local industries and the resource sector especially, we have developed a vision for the future of the 73 acres of land at Cloverdale, thus leveraging the facilities and programs we already offer there.

It is important, as the province and employers look for solutions to the skills shortage, that KPU present a compelling option, and meetings with government and potential industry investors are on-going.

KPU in City Centre, Surrey

I have shared the idea of adding capacity to KPU Surrey by building a location in the heart of “Surrey’s downtown” and adjacent to the sky train. An opportunity for a very high profile space has been presented to the University, and the Board is considering the options we have to finance such a facility. Programmatically it would focus on continuing and professional education in business as well as senior level and graduate business offerings. Any vacated space at KPU Surrey will be carefully allocated to address issues of capacity for current and new programs.

Brewing

At its December meeting, Senate will be receiving a proposal for a Brewing and Brewery Operations Program to be located at KPU Langley. The craft brewing industry is very strong and growing, and industry support for this diploma program (laddering to a Bachelor’s of Business Administration and potentially a Bachelor of Science) is very positive.

TCM

Our Expression of Interest in Traditional Chinese Medicine is under review by AVED, and a decision is expected by the end of January, 2014. The program would be located at KPU Richmond.

Office of Open Studies

The concept of developing programs and services that support open learning and degree completion for adults has been shared across the university. The latest thinking suggests an Office of Open Studies where adult learners can get targeted academic advice and develop personalised and flexible pathways

to degree completion. Key to this will be the approval by Senate of one or more open and competency based degree programs.

Residences

KPU has embarked on preliminary work to identify how we can build student residences across the campuses, starting most likely at KPU Richmond. Karen Hearn is leading this study and the results will be shared widely once the opportunities become apparent.

Core Review

A major thrust of the BC Government, as expressed through its June 10th, 2013 mandate letters to Ministers, is the core review of all activities. For institutions of advanced education, this means a core assessment of the overall effectiveness of our programming. We will be developing a report that is due at AVED in Spring 2014 that demonstrates how we align resources to programs to ensure high utilization, relevance and quality through the various budget and review processes that already exist, and to identify any area where we can partner with other institutions or streamline programming.

Employee Survey

The 2013 Employee Survey was released in October along with some strategies we will be undertaking to respond to some key issues. It can be found at

<https://our.kwantlen.ca/sites/iap/internal/SiteAssets/SitePages/Home/Employee%20Survey%202013%20Final.pdf>.

Highlights from Faculty and Divisional Reports (September 25 to Nov 20, 2013)

Office of the Provost:

The newly formed Task Force on Teaching and Learning, chaired by the Vice Provost of Teaching and Learning, was formed and had the initial meeting on September 24th, 2014. Fourteen participants included representation from the following faculties and departments: School of Business, Faculty of Arts, Student Development and Success, Library, Community & Health Studies, Academic and Career Advancement, and Horticulture. The Task Force discussed its goals, mandate and terms of reference, Teaching Innovation Grants (TIGs), and a Discussion Paper on Teaching and Learning Relative to the Academic Plan.

Science and Horticulture:

The first annual KPU sustainability week ran from October 21-25. This small but successful event featured campus-wide workshops, lectures, and information booths, run by many including FSH students, faculty and staff. This event was sponsored in part by Fortis BC.

A new and innovative Brewing and Brewery Operations Diploma has been developed and is on its way through the KPU approval process.

The Institute for Sustainable Horticulture received a grant for \$120,000 from the Canada-BC Agri Innovation Program Growing Forward 2 to develop new BC native fungal and viral bio-control products: pilot scale for 2 new bio-pesticides, and \$25,000 from the Province of BC, Sustainable Agriculture Management Branch to explore the use of poultry litter bio-char as a soil amendment for two annual ornamental crops, and establishment of 3 woody ornamental crops.

Faculty of Arts:

In a very productive 2 months, members of the faculty saw 11 creative works and scholarly publications, 12 public presentations, 9 awards and distinctions, and three arts students graduating with distinction.

The BC Ministry of Justice selected KPU's Acting Together-CURA project for the Community Safety & Crime Prevention Award.

School of Business (SOB):

The SOB maintained a 91.6% fill rate at stable enrolment date this Fall semester.

Business students launched two charity campaigns, Must Stache Co. and the Conquering Cold Campaign, receiving press coverage for KPU.

The Chip and Shannon Wilson School of Design:

The School of Design (SOD) gained partial usage of new workshops, a huge milestone in the evolution of the Product Design degree program. Already, the impact on students and learning has been enormous. These workshops will help promote a new wave of innovation and creativity in Product Design.

Three KPU students were nominated to show at Montreal fashion week in 2014. There are only 25 spots total. This is a huge honor and shows the creative talent that emerges from KPU's Fashion and Technology degree.

Academic and Career Advancement:

A town hall and screening of Orgasm Inc., the first event in the Miss Representation Documentary Series was held on October 23rd and was attended by 100 students, faculty, staff, and community members.

Faculty of Trades and Technology:

The first Trades and Technical Career Fair was held on the Cloverdale campus, Tuesday, October 29th, supported by 23 industry employers/associations. Preliminary feedback for the event has been very positive.

Continuing and Professional Education:

An MOU signed between KPU and TUV Nord (A German institute that trains 45,000 people per year in the Testing Inspection Certificate) and Canadian Dehua International Mines Group (an internationally recognized mining company engaged in natural resource investment and development).

Human Resources:

A new partnership with CRIMESTOPPERS will allow greater collaboration between KPU and local police detachments.

Communications and Marketing Services:

Huge bus and sky train advertising campaign undertaken. Reaches out to potential students in Langley, Surrey, Richmond, Vancouver, Burnaby (plus overlap in White Rock, New Westminster, Coquitlam).

The Office of Advancement:

Fundraising totals are up more than 300% of what they were last year. This is due to significant pledge payments being made in the early part of the year. When these gifts are removed donations are tracking slightly ahead of last year.

Library and Learning Centres:

Since its launch in Fall 2013, the Plagiarism tutorial linked on the Library Website has been accessed nearly 8,000 times.

Student Affairs:

Career Services' Online Job Posting System saw 145 new employer contacts post 312 full-time, part-time, and volunteer opportunities during August and September, a 70% increase in the number of opportunities from the same time last year.

Advisor Connect, an online educational advising portal for KPU students wishing to book appointments with any KPU advising department was launched at the start of the Fall 2013 semester with great success. To date, 2,063 appointments have been booked by KPU students since its launch. Feedback from students is extremely positive and the system is being investigated for use by other KPU departments such as Student Financial Awards.

Facilities Services:

Provided support to approximately 70 events held on campus, including several national and international-level conferences.

Office of Research and Scholarship:

To date for the 13/14 fiscal year we have generated \$843,821.80 in externally funded projects.

BUILDING A SKILLED WORKFORCE IN TRADES AND ENGINEERING TECHNOLOGIES

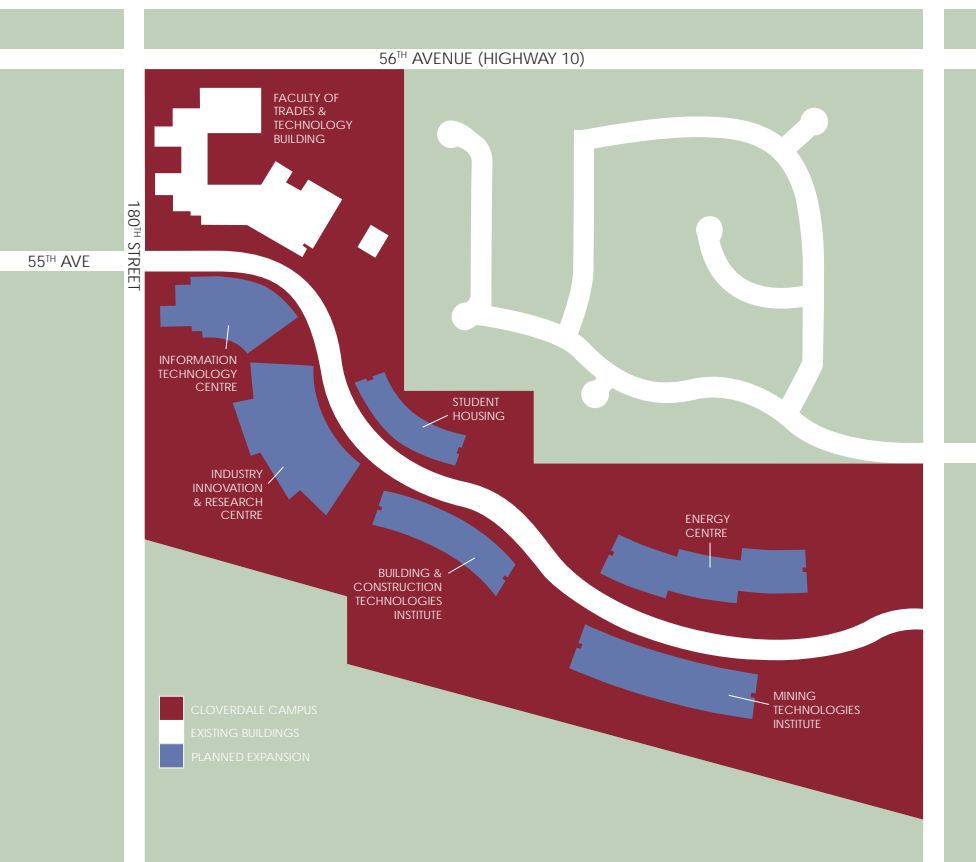
BC faces an increasing demand for adults with the skills needed for success in a global and knowledge-based economy. Recognising that training needs are continuously evolving, Kwantlen Polytechnic University (KPU) is strengthening our abilities to be responsive to industry, ensuring that BC has the skilled workers for the jobs of today, and the future.

KPU is proposing an innovative approach to education and training – collaborating with industry to develop facilities and programs to meet their immediate and future needs. Our Cloverdale campus, with more than 70 acres for development, will be renamed KPU Tech. Programs will build on KPU's current expertise in trades and technology, expanding to meet the needs of the oil and gas, mining, information technology, building and construction sectors.

We propose a development model which does not rely exclusively on government investment, instead working with industry partnerships to create sector-based institutes, delivering relevant training programs in cutting-edge facilities at low or no public cost. Facilities will be designed with future conversion in mind, allowing the institutes to shift focus to reflect the current needs of BC's labour market and industry, ensuring resources are used as efficiently as possible.

KPU has more than a willingness to act – we are uniquely positioned with the ability to grow. Located in one of the fastest growing regions in BC, KPU has access to a large and growing population of young people, a huge potential student base. A key part of our strategy is to prepare our students to work throughout the province. We will also develop student housing, which will allow businesses and students across the province to use our training facilities.

Our plan is to develop KPU Tech over the coming ten years. With all four planned sector-institutes in place, KPU will be able to train an additional 6,000 students each year, significantly addressing BC's anticipated skills shortage.





for students at all stages of learning, from high school graduates to working professionals seeking specialization and complimentary skill sets that meet market demands. KPU will continue to work with unions and employment service providers to meet training gaps for unemployed British Columbians, with First Nations across BC to increase Aboriginal employment opportunities, and with internationally trained professionals needing training to meet BC certification.

READINESS TO ACT

KPU will build on our growing reputation with industry to be able to meet requests quickly. Two recent examples demonstrate our ability to rapidly produce and deliver curriculum guided by and developed with industry:

Low Voltage Program: Developed and implemented within ten weeks of the initial industry request, the Low Voltage Program has been a tremendous success. The 100% job placement rate of graduates reflects the collaborative nature of the curriculum, developed with industry partners such as **ASSA Abloy** and **Honeywell**.

Restoration Program: The Restoration program was designed following requests from **First On Site Restoration, On Side Restoration, Belfor Property Restoration** and **Canstar Restorations**. The program meets a gap in existing training, and has successfully provided direct employment skills to First Nations students. KPU will continue to develop construction programs, like the Restoration program, which allow for opportunities to use sustainable technologies and provide training on techniques that meet or exceed codes across BC, ensuring that students can work in any regulatory system.

SUPPORT FOR INNOVATION

In order to develop, post-secondary institutions must have the tools and supports they need to stay on the cutting edge of research. KPU proposes to build an Industry Innovation & Research Centre, designed for flexible use by a wide range of businesses, to develop and commercialise new products. This centre will both strengthen relationships with the private sector, as well as provide students with relevant work experience and the opportunity for them to participate in applied research and commercialization projects.

KPU understands that BC's economy, while still strongly resourced-based, is diversifying. Our plan will help us to combine theoretical and applied learning and produce even more work-ready graduates for jobs across BC.

INDUSTRY'S TRAINING PARTNER

Industry has begun to turn to KPU for training, recognising our willingness and capacity to partner with them.

KPU industry partnerships reflect an understanding that industry brings sector expertise, and that we bring expertise in education. Two recent partnerships are highlighted below:

Canadian Dehua International Mines Group: In October 2013, KPU and Canadian Dehua International Mines Group agreed to work together to explore mining sector related training and programming to develop the skilled workforce required in BC, Canada and internationally. We will also discuss the development of an independent training, testing and research facility.

TÜV Nord: In September 2013, KPU became the first Canadian partner of TÜV Nord, one of the world's leading technical certification service providers. Based in Germany, TÜV Nord provides security, inspection, and certification in the fields of energy (including LNG), transportation, natural resources, aerospace, and education and training. KPU's partnership with the company will open up discussions about joint research initiatives, and exploration of areas of mutual interest in trades, technology and management education.

KPU continues conversations with potential partners in the energy, health, construction and shipbuilding sectors. Programs under development will be designed

FOR MORE INFORMATION

Jim Pelton, Executive Director
Continuing and Professional Studies
jim.pelton@kpu.ca | 604.598.6052



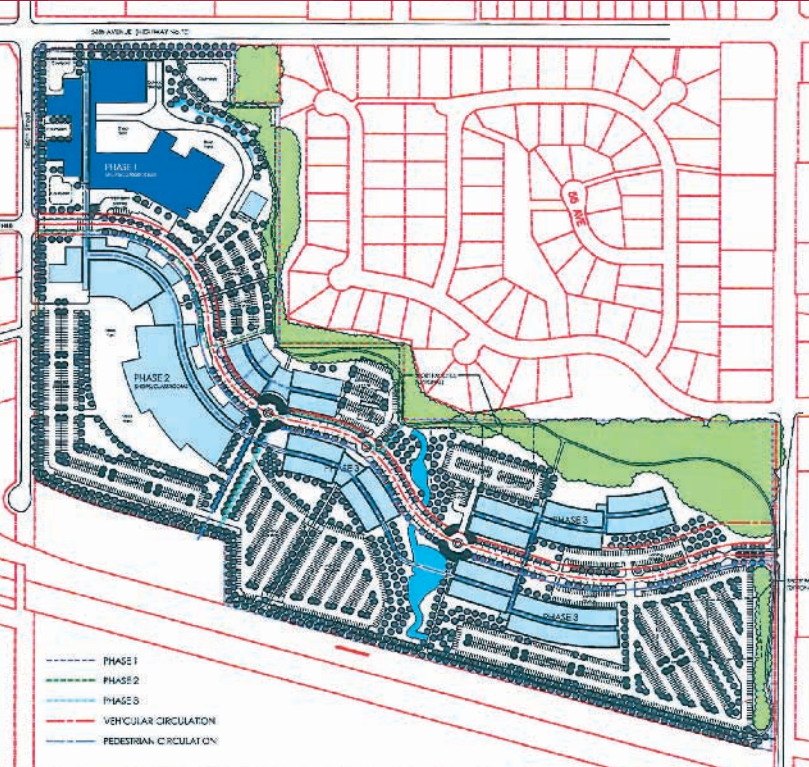
BC is growing and so is KPU



MEETING THE NEEDS OF
BC'S RESOURCE SECTOR



KPU is training for the future



Potential KPU Cloverdale expansion
– phase 1 complete (shown in dark blue).

To meet the provincial skills shortage education providers will have to work collaboratively with a wide range of partners. KPU is ready to step up to the table.

Alan Davis, President
Kwantlen Polytechnic University



Provincial forecasting anticipates one million job openings in BC over the next decade. Labour shortages can result in bottlenecks, cost and schedule overruns.

Following the direction of the BC Skills and Training Plan, Kwantlen Polytechnic University (KPU) is taking steps to develop programs that are responsive to the needs of the economy.

KPU is developing a training strategy to meet the future needs of the LNG industry, while growing to address BC's current resource, construction, and manufacturing sector demands, including shipbuilding, oil and gas, mining, and forestry. Our plan directly speaks to priorities identified in the BC Natural Gas Workforce Strategy and Action Plan. New program proposals also reflect our own consultation with the LNG industry on training gaps for key LNG occupations which KPU is best placed to fill.

KPU has more than a willingness to act – we are uniquely positioned with the ability to grow. Located in one of the fastest growing regions in BC, KPU has access to a substantial potential student base, and a key part of our strategy is to prepare our students to work throughout the province.

The KPU Cloverdale campus has more than 70 acres for development, and capacity to grow immediately within the existing facilities. New programs and facilities can be funded through a mix of industry partnerships, tuition fees, and government investment.

KPU IS TAKING ACTION

- Designing innovative programs with industry to meet their needs
- Building partnerships with northern colleges
- Expanding partnerships with First Nations
- Working with certifying and standards bodies, both provincially and internationally

First Nations Partnerships

First Nations are planning a major role in resource projects in northern BC, yet many First Nations communities lack access to trades and technical training.

Located in the shared traditional territories of the Kwantlen, Katzie, Semiahoo and Tsawwassen First Nations, KPU works closely with local First Nations to develop and deliver off-site educational programs, such as the Trades Transition Program, Restoration, Introduction to Trades, and Carpentry.

KPU will continue to work with local First Nations to design new programming to increase Aboriginal employment opportunities including working to ladder existing certificates targeted to First Nations into higher skilled KPU diplomas, such as the Environmental Protection Technologist diploma.

KPU is exploring opportunities with First Nations to add to existing on-reserve training, with programs including:

- Trades Essential Skills
- Construction Craft Worker
- Production Horticulturalist
- Warehousing
- Low Voltage Wiring
- Arborist Technicians
- Utility Arborists

The growing resource, manufacturing, and construction sectors present opportunities to develop collaborative partnerships that create economic self-sufficiency for Aboriginal people and communities beyond the life-cycle of individual projects.



We are continually working with Kwantlen Polytechnic University to deliver programs at our Squamish Nation Trades Centre.

Faye Halls (Yeltsilewet), Department Head
Squamish First Nation Employment and Training

KPU and the Métis Nation have committed to work together to develop programming to meet our training needs.

Chris Gall, Acting Director of Natural Resources,
Métis Nation

Industry Focused Training



The growth in the resource sector has increased demand for certain trades and created a demand for specialized training.

KPU is talking with industry about their needs, and will continue to adapt and respond through our trades, technical, and professional programs – aligning our training with the jobs of today and tomorrow. Our recent success with the Low Voltage Wiring program shows that we can nimbly meet industry requests, and we will continue to develop specialized training to meet industry demand. KPU training can be delivered part-time, in evenings and weekends, and online to accommodate up-skilling while working full-time.

In response to industry requests we are preparing to add new technical training cohorts in:

- Metal Fabricator
- Construction Craft Worker
- Power Engineering (Class 4)

**KPU invites industry to contact us with any training needs.
How can we help you?**

Jim Pelton, Executive Director
Continuing and Professional Education
Kwantlen Polytechnic University

KPU is preparing to deliver specialized professional education, such as:

- Data Tech Certificate
- Internet and Data Security Certificate
- Specialized welding training for ticketed welders
- Contractors Academy (a series of certificate courses including project management, scheduling, and contracting)

KPU is also developing new diploma and degree programs, building on our strength as a polytechnic university, to link trades training with business and science education, such as:

- Operations & Logistics Post-Baccalaureate Diploma
- Instrumentation and Control Engineering Technologist Diploma
- Advanced Manufacturing Diploma
- Industrial Engineering Degree

KPU is further exploring:

- Occupational Health & Safety Officer Certificate
- Maintenance Planning for Engineers Certificate
- Welding Engineering Technologist Diploma
- Industrial Electrician
- Pipefitter

Industry & Education Partnerships

KPU is developing industry partnerships – working with others to deliver co-training, offer on-site and mobile training, and help to place apprentices. Our goal is to be responsive to industry needs and ready to work outside the traditional training models where necessary.

TÜV NORD GROUP

In September 2013, KPU became the first Canadian partner of TÜV Nord, one of the world's leading international technical certification service providers. Based in Germany, TÜV Nord provides security, inspection, and certification in the fields of energy (including LNG), mobility, natural resources, aerospace, education and training. KPU's partnership with the company will open up discussions about joint research initiatives, and exploration of areas of mutual interest in trades, technology and management education.

A CONDUIT FOR WORKERS

Despite the fact that industry's first choice is to hire locally, the local labour force in northern BC cannot support the employment growth expected in the region. KPU can serve as a conduit for workers from the Fraser Valley, one of the fastest growing regions in BC. We are exploring partnerships where KPU Foundation students complete their technical training in the north. Foundation graduates will be evaluated for workforce readiness through an innovative industry placement program.



Northern BC's labour force will simply not be able to meet the labour demand generated by the growth of the province's natural gas industry. The BC Natural Gas Workforce Strategy and Action Plan needs to take action to increase employment of local talent as well as attract and retain talent from other regions.

**BC Natural Gas Workforce
Strategy and Action Plan**

Internationally Trained Tradespeople



KPU is delighted to be joining the BC Construction Association at its October 2013 job fairs in Dublin and Belfast.

We will be the leading training institution there, connecting with skilled workers seeking to emigrate to Canada and discussing their training and certification options.

Henry Reiser, Dean of Trades
Kwantlen Polytechnic University

Immigrants will be an essential complement to BC's domestic workforce, including highly skilled temporary foreign workers. BC's Skills and Training Plan will ensure British Columbians are first in line, but one-third of jobs are forecasted to be filled through immigration. However, industry needs a fast assessment and upgrading process to fill jobs on demand.

KPU is already delivering same-day testing and certification for 70 welders per month, and could more than double its capacity with a larger facility.

We are working closely with the ITA to develop experience assessments for Millwrights, Electricians, and Metal Fabricators, and are further exploring best practices in Recognition of Prior Learning.

KPU is preparing to support Red Seal Exam Challengers by offering on-site IP Preparation courses with practical time in Welder, Millwright, Electrician, Metal Fabricator, and Partsperson. These courses will support both Internationally Trained Tradespeople and BC workers without tickets to become certified. Certification will be a common requirement in the LNG industry.

Flexible Training



KPU is talking with industry about piloting new models of apprenticeship training, in addition to the block training model in place.

In block release training apprentices are absent for six to eight week technical training periods, which can be difficult for employers to manage.

One alternative is to offer training in shorter segments over an extended period of time, emulating training models already in place in Australia and Alberta. This will allow apprentices to remain employed while completing technical training. Day release (or Weekly Apprenticeship Training) requires participating apprentices to be in relative proximity to the training institution for easy commute. Luckily, almost three-quarters of current KPU apprentices live in the Fraser Valley.

The ITA has identified a priority to support innovative alternatives to block release scheduling in our Service Plan. We are pleased to see KPU responding.

Erin Johnston, Director, Training Delivery
Industry Training Authority

We are also looking at options to reduce the length of in-person technical training. KPU is exploring the potential of online trades training, and determining what steps are needed to build our capacity to offer this. Technical training length might also be shortened by reducing the time allocated to basic math, so KPU is looking at developing pre-apprenticeship math preparation training.



FOR MORE INFORMATION

Jim Pelton, Executive Director
Continuing and Professional Studies
Kwantlen Polytechnic University
jim.pelton@kpu.ca | 604.598.6052



Agenda Item: *Notes from Senate*

Action Requested:	<input type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information <input type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	N/A
--------------------------------	-----

Board Committee Report: *For University Secretariat Use Only*

Key Messages: **N/A**
[maximum of three]

Attachments: Notes from Senate for June 24, September 30, October 25, 2013

Submitted by: *Alan Davis*

Date submitted: *November 12, 2013*

Notes from Senate

The following items were approved at the June 24, 2013 Senate meeting:

- Henry Reiser and Kari Michaels were the Senators appointed to the Chancellor Search Advisory Committee.
- That Senate receive the final report from the Task Force on Academic Rank & Advancement.
- That Senate encourage the President to meet with the Kwantlen Faculty Association, and others, to discuss the process for continuing the discussion of academic rank and advancement at KPU, and report back at the September 2013 Senate meeting.
- That Senate dissolve the Task Force on Academic Rank & Advancement.
- That Senate approve the proposed new admission framework, including admission into a Faculty rather than a credential.
- That Senate approve the establishment of the admission categories: "High School Admission"; "Transfer Admission"; "Special Non-Degree Admission"; "International Student Admission"; "Aboriginal Admission"; "Continuing and Professional Studies Admission".
- That Senate maintain the admission category "Underage Admission" and "Concurrent Admission".
- That Senate revise the admission category "Mature Student Admission".
- That Senate approve the elimination of the admission categories "Regular Admission" and "Special Admission".
- That Senate approve the revision to the minimum grade requirement of English 12 (and equivalencies) from C to C+ for undergraduate-level admission to the University.
- That Senate approve the revision to the minimum grade requirement of Communications 12 from C to A for undergraduate-level admission to the University.
- That Senate approve
 - The revision to the minimum grade requirement of IELTS (and equivalencies) to 6.5, with no band less than 6.0 for undergraduate-level international admission to the University.
 - The Mini Concept Document and Full Program Proposal for the Bachelor of Arts, Minor in Language and Culture.
 - The Mini Concept Document and Full Program Proposal for the Bachelor of Arts, Major in Applied Geography.
 - Revisions to the Access Programs for People with Disabilities.
- That Senate empower the Senate Executive Committee for July and August 2013.
- Revisions to the Faculty of Academic & Career Advancement Bylaws.
- Revisions to the Faculty of Science & Horticulture Bylaws.
- That Senate approve changes to the Membership section of the following Senate Standing Committees:
 - Review Category One:** Senate Standing Committee on Curriculum, Senate Standing Committee on Library, Senate Standing Committee on Tributes.
 - Review Category Two:** Senate Governance Committee.
 - Review Category Three:** Senate Executive Committee, Senate Nominating Committee, Senate Standing Committee on Program Review, Senate Standing Committee on the University Budget.
- Chris Girodat as the Chair of the Senate Nominating Committee.

New members of Senate Standing Committees effective September 1, 2013:

Senate Governance Committee

Don McGonigal - Senator - Professional Support Staff member

Senate Nominating Committee

Don McGonigal - Senator
 Shawn Mason - Senator
 Senate Standing Committee on Academic Appeals
 Shawn Mason - Senator - Faculty of Community & Health Studies
 Senate Standing Committee on Academic Planning & Priorities
 Tabitha Swanson - Senator - Student
 Steven Button - Senator - Student
 Helen Mendes - Senator - Faculty of Academic & Career Advancement
 Senate Standing Committee on Library
 Tabitha Swanson - Senator - Student
 Senate Standing Committee on Policy Articulation
 Steven Button - Senator - Student

- That Senate approve revisions to the Procedures for Policy HR20, *Search Advisory, Appointment and Re-appointment of Senior Academic Administrator Positions*, Sections A.1.d,e, & f.
- That Senate approve revisions to the Procedures for Policy HR20, *Search Advisory, Appointment and Re-appointment of Senior Academic Administrator Positions*, Section D.6.
- That Senate approve the Procedures, for Policy HR20 *Search Advisory, Appointment and Re-appointment of Senior Academic Administrator Positions*.
- That Senate approve revisions to the 2013/2014 Academic Schedule to create a reading break from Tuesday, February 11 through Saturday, February 15 2014.
- Graduates to June 24, 2013
- That Senate encourage the President to ensure that student consultations take place before the initial redraft of Policy C-21, *Student Conduct*.

.....

The following items were approved at the September 30, 2013 Senate meeting

- The diploma articulation between Stenberg College and Kwantlen's Bachelor of Psychiatric Nursing.
- The credential name change for the Certificate in Welding Level C.
- The revisions to the Environmental Protection Technology Diploma.
- Christina Pikios as the Chair of the Senate Standing Committee on the University Budget.

New members for Senate Standing Committees effective October 1, 2013:

Senate Standing Committee on Library
 Debbie Mellenger -Representative / Office of Advancement
 Senate Standing Committee on the University Budget
 Tom Westgate - Faculty of Trades and Technology
 Senate approved the following members of the Associate Dean, Faculty of Science and Horticulture Search Advisory Committee
 Up to six regular faculty members to ensure representation by the Faculty of the Associate Dean:
 Carol Barnett - Horticulture
 John Inglis - Math
 Rebecca Harbut - Sustainable Agriculture
 Jana Kolac - Physics
 One student majoring in a program offered by the Faculty:

Stafford Richter - Sustainable Agriculture
Kathleen Haggith as the Chair of the Senate Tributes Committee

- Graduates to September 30, 2013
- Congratulations to the senators who attended the meeting in ceremonial attire

.....

The following items were approved at the October 28th Senate meeting:

- Program revision to the Graduate Nurse, Internationally Educated Re-Entry Certificate retroactive to September 1, 2013
- Request for a continuance of the variance for Admission to the University, Policy C.18: made by the Chip and Shannon Wilson School of Design for their selective entry programs
- Revisions to the Faculty Qualifications for Creative Writing
- Revisions to the Faculty of Science and Horticulture Bylaws

- New members for Senate Standing Committees
 - Senate Standing Committee on the Library
 - Judy Lee, Faculty of Community and Health Studies
 - Senate Standing Committee on the University Budget
 - Sukey Samra, Representative / Information and Educational Technology
 - Faith Auton-Cuff, Faculty of Arts
 - Senate Standing Committee on Tributes
 - Shawn Mason, Senator, Faculty of Community and Health Studies
 - Senate Standing Committee on Curriculum
 - Susan Vincent, faculty member, Counselling

- That Senate approved the following members of the Associate Dean, Faculty of Business Search Advisory Committee
 - Up to six regular faculty members to ensure representation by the Faculty of the Associate Dean
 - Chamkaur Cheema - Entrepreneurial Leadership
 - Heidi Dieckmann - Accounting
 - One student majoring in a program offered by the Faculty
 - Khuong Vu - BBA Accounting - Co-operative Education

- Kwantlen Polytechnic University's 2014/ 2015 Academic Schedule
- That the Reading Break be moved to February 23, 2015 to February 27, 2015
- Graduates to October 28, 2013

Agenda Item: *Evaluation of the Board as a Group*

Action Requested:	<input type="checkbox"/> Motion to Approve <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input checked="" type="checkbox"/> Education
--------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recommended Resolution:	THAT ... <i>[Resolution in proper form for consideration by the full Board. The recommendation should state clearly and concisely what is being recommended and the effective date, if applicable.]</i>
--------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Board Committee Report: *For University Secretariat Use Only*

Key Messages: Lisa Skakun is assigned to evaluate the Board's own performance at the November 20, 2013 Board meeting.
[maximum of three]

Attachments: *Evaluation Form*

Submitted by: *Sandi Klassen*

Date submitted: *November 12, 2013*

Board Meeting Evaluation

Date: June 5, 2013

What went well	What could we do better
To change for next time:	



Agenda Item: Information package

Action Requested:	<input type="checkbox"/> Motion to Approve
	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Information
	<input type="checkbox"/> Education

Attachments: 1. Kwantlen "Upcoming Events / Activities 2013"

KWANTLEN UPCOMING EVENTS / ACTIVITIES 2013 / 2014

****If you are planning to attend any of the upcoming events, please be sure to advise Sandi Klassen at 604-599-2079 (e-mail Sandi.Klassen@kwantlen.ca)****

<i>Date</i>	<i>Time</i>	<i>Event/Activity</i>	<i>Location</i>
<u>2013</u>			
Wednesday 20 November	3:00-7:00 pm	Board meeting	Surrey Campus, Cedar Room 2110
Thursday 21 November	6:00 pm 6:30 pm	Board Recognition Dinner – Reception Dinner	Deluxe Restaurant 15475 Marine Drive, White Rock
Monday 25 November	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Wednesday 4 December	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Monday 16 December	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
<u>2014</u>			
Wednesday 15 January	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Wednesday 22 January	4:00-6:00 pm	Finance & Audit Committee Meeting	Cloverdale Campus, Room 1853
Thursday 23 January	4:00-6:00 pm	Human Resources Committee Meeting	Cloverdale Campus, Room 1853
Monday 27 January	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Wednesday 29 January	3:00-7:00 pm	Board meeting	Langley Campus, Room 1130
Thursday 6 February	6:00 pm	Faculty of Trades and Technology Awards Ceremony	Cloverdale Campus
Wednesday 12 February	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Saturday 15 February	8:30 am to 8:00 pm	Board Retreat & Dinner	Surrey Campus, Cedar Room 2110 Dinner Venue tbd
Monday 24 February	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Wednesday 12 March	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853

Thursday 13 March	4:00-6:00 pm	Finance & Audit Committee Meeting	Cloverdale Campus, Room 1853
Thursday 27 March	4:00-6:00 pm	Human Resources Committee Meeting	Cloverdale Campus, Room 1853
Monday 31 March	4:00 – 7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Wednesday 2 April	3:00-7:00 pm	Board meeting	Cloverdale Campus, Room 1853
Wednesday 9 April	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Saturday to Tuesday 12-15 April	Various	Association of Governing Boards Conference on Trusteeship	Orlando, Florida
Monday 28 April	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Thursday to Saturday 1-3 May	Various	Canadian University Boards Association Conference (Board Chair & University Secretary attend)	Ottawa, Ontario
Thursday 8 May	4:00-6:00 pm	Human Resources Committee Meeting	Cloverdale Campus, Room 1853
Wednesday 14 May	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Thursday 15 May	4:00-7:00 pm	Finance & Audit Committee Meeting	Cloverdale Campus, Room 1853
Monday 26 May	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110
Wednesday-Friday 28-30 May	10:30 am 2:30 pm 6:30 pm	Convocation	Surrey Campus Gymnasium
Wednesday 4 June	3:00-7:00 pm	Board Meeting	Cloverdale Campus, Room 1853
Wednesday 18 June	4:00-6:00 pm	Governance Committee Meeting	Cloverdale Campus, Room 1853
Monday 23 June	4:00-7:00 pm	Senate	Surrey Campus, Cedar Room 2110

Typically, no meetings in July and August