



Present Board

Kristan Ash
Harpreet Bhatti
Upinder Chahal
Alan Davis / President
Geoff Dean
Marc Kampschuur
Shane King / Chair
Hanne Madsen
Lisa Skakun
Shira Standfield
Ken Tung
Bruce Wendel

University Vice Presidents

Sal Ferreras / Provost & VP Academic
Gordon Lee / VP Finance & Administration

University Community Members

Jennifer Au / Vice Chair, Senate
Tru Freeman / Dean, Faculty of Health
Harry Gray / AVP, Administration
Sandi Klassen / University Secretary
Lori McElroy / Executive Director, Institutional Analysis & Planning
Kathy Lylyk / Executive Director, Finance
Maggie MacKenzie / Office of University Secretary

Guests:

George Melville / Incoming Chancellor, KPU
Dr. Li / Vice President Hainan College of Vocation and Technique
Dr. Xiaobin / Vice President, Hunan Vocational College of Science and Technology
Dr. Ma / Vice President, Guangzhou Institute of Railway Technology
Dr. Jiang / Vice President Wuhan Institute of Shipbuilding Technology
Dr. Li / University of Shanghai for Science and Technology and Shanghai Publishing and Printing College
Ms. Ma / Deputy Director of International Education at the Nanjing College of Chemical Technology & Translator
Jeremy McElroy / General Manager, Kwantlen Student Association (KSA)
Steven Button / Vice President, Services, KSA

Regrets Arvinder Bubber / Chancellor

Sandra Hoffman
Richard Hosein

Tour of the Design Faculty

Board members toured the Design Faculty prior to the Board meeting. The tour was conducted by Carolyn Robertson, Dean, Faculty of Design.

Kwantlen Student Association (KSA)

Jeremy McElroy, General Manager and Steven Button, Vice-President, Services presented an overview of the services offered by the KSA as well as a breakdown of student association fees.

1. Call to Order

The Chair called the meeting to order at 3:34 p.m.

Introduction of Guests

Alan Davis introduced visiting university and institute senior administrators from China who are one of three groups participating in the 3-week Vocational Education Leadership Training Program.

Shane King introduced George Melville who will be installed as Chancellor on October 1, 2014.

Alan Davis also introduced Dr. Jennifer Au, the new Vice Chair of Senate.

2. Oath of Office

Marc Kampschuur, Upinder Chahal, Hanne Madsen, Bruce Wendel

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

- Marc Kampschuur
- Upinder Chahal

Board Chair, Shane King, noted that Hanne Madsen and Bruce Wendel took the oath of office at a meeting held via telephone conference on August 1, 2014.

Introductory Remarks

Board Members introduced themselves.

3. Approval of Agenda

The agenda was approved by consensus with the addition of 7.1 Government Letter of Expectations Addendum Signing.

4. Annual Declaration Signing

Annual Declarations were signed and collected.

5. Consent Agenda

Moved by Kristan Ash; seconded by Lisa Skakun:

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

5.1 Minutes of June 4, 2014

AND

THAT the Board of Governors receive the following for information:

5.2 First Quarter Financial Report

5.3 HSBC Investment Report

5.4 RBC Investment Report

5.5 Assignment of Mentors for New Board Members

MOTION CARRIED

6. Strategic Plan Report

Alan Davis introduced Dr. Lori McElroy, Executive Director, Institutional Analysis and Planning who is developing the Strategic Plan Report and will be working with the Governance Committee to develop baselines and targets in each of the three themes: quality, reputation and relevance.

Discussion followed regarding availability of educational seats south of the Fraser, meeting the educational needs of KPU's communities, market share, domestic and international recruitment, engaging adult learners, student attrition, course seat and classroom utilization, employee engagement and development of a strategic enrollment plan.

It was confirmed that the Strategic Plan Report and development of the targets and measures would be added to the next Board Governance Committee Agenda and that the employee-related measures would be presented to the Human Resources Committee.

7. Taxpayer Accountability Principles

Alan Davis advised that Sandi Klassen, University Secretary, completed an analysis of the Board Governance Manual in light of the new requirements under the Taxpayer Accountability Principles and has identified suggested revisions. These revisions will form part of the bi-annual review of the Board Governance Manual presented to the Board for consideration.

7.1 Government Letter of Expectations Addendum Signing

Alan Davis highlighted the previously circulated Government Letter of Expectations Addendum in support of implementation of the Taxpayer Accountability Principles, which must be signed by all Board members by September 30, 2014. Discussion followed and it was agreed that additional clarity would be sought regarding the deadline of September 30th.

8. Human Resources Committee

8.1 Code of Conduct

Alan Davis provided an overview of the work completed in drafting the KPU Code of Conduct for Employees which will be posted for university comment and followed by Board committee consultations in preparation for presentation to the Board for approval at the November 19, 2014 Board Meeting.

9. Governance Committee Report

9.1 Notice of Election

The Notice of Election for the position of Chair and, if required, the position of Vice Chair was received. It was confirmed that appointed members are eligible for the position of Chair and that the election will be held at the November 19, 2014 Board Meeting.

9.2 Program Discontinuance: Associate of Science in Biology, Associate of Science in Chemistry and Associate of Science in Physics Degrees

Moved by Kristan Ash; seconded by Lisa Skakun:

THAT the Board of Governors, with the endorsement of Senate, approve the discontinuance of the Associate of Science in Biology, Associate of Science in Chemistry and Associate of Science in Physics Degrees.

MOTION CARRIED

9.3 Program Discontinuance: Post Baccalaureate Certificate in Critical Care

Moved by Harpeet Bhatti; seconded by Bruce Wendel:

THAT the Board of Governors, with the endorsement of Senate, approve the discontinuance of the Post Baccalaureate Certificate in Critical Care.

MOTION CARRIED

9.4 Board Governance Manual Revision Task Force

The recommendation that a Task Force comprised of Board Members be appointed to review suggested revisions to the Board Governance Manual proposed by the University Secretariat was discussed.

Moved by Shane King; seconded by Geoff Dean:

THAT Hanne Madsen, Sandra Hoffman and Upinder Chahal be appointed to the Board Governance Manual Revision Task Force.

MOTION CARRIED

9.5 Board / Senate Task Force – Student Membership

The background to the establishment of the Board / Senate Task Force on Bi-Cameral Governance as a means of working together to clarify roles and responsibilities under the bi-cameral governance system was reviewed.

Discussion followed regarding the appointment of a Student Board Member and it was agreed to carry this item forward to the November 19, 2014 meeting to provide an opportunity for a discussion between the eligible Board Members.

**10. Finance & Audit
Committee Report**

10.1 Statement of Financial Information Pursuant to the Financial Information Act (Public Bodies Report)

The Statement of Financial Information Pursuant to the Financial Information Act was presented. Discussion followed and it was confirmed that the Audited Financial Statements were approved at the June 4, 2014 meeting and that the new documentation is titled, "Other Financial Information".

**Moved by Harpeet Bhatti; seconded by Shira Standfield:
THAT the Board of Governors approve the Statement of Financial
Information Pursuant to the Financial Information Act for the year ended
31 March 2014.**

MOTION CARRIED

10.2 KPU's Business and Travel Policy and Procedures

Kathy Lylyk reviewed highlights of the policy and procedures, responded to a number of questions and confirmed that approval of the Business and Travel Policy and Procedures is within the authority of the President.

10.3 Requests for Proposal for External Auditors Update

It was confirmed that the external audit five-year contract with KPMG expires at the end of Fiscal Year 2014/2015 and that the Request for Proposal is being prepared.

**11. Board / Senate Task
Force on Bi-Cameral
Governance**

No report.

12. Provost's Report

12.1 Academic Plan Update

Sal Ferreras reviewed highlights of the Provost's Report and circulated the Comparative Analysis for Fall Enrollment referenced in the report.

Discussion followed regarding the Academic Plan and formation of the Implementation Task Force, enrollment, initiatives to recruit, receive and retain students, support services for students, Skills for Jobs Blueprint, domestic ESL, community engagement and new and growth areas for international student recruitment.

13. President's Report

Al Davis reviewed the background for development of the President's report that provides details of what is happening academically and administratively across the university.

13.1 Brief to Federal Standing Committee on Finance

Alan Davis referenced the Brief submitted to the House of Commons Standing Committee on Finance as part of the National consultations in preparation for the 2015 Government of Canada Federal Budget.

13.2 Budget Consultations with the Provincial Standing Committee on Finance

Alan Davis advised that KPU has been invited to participate in provincial consultations on the budget by making a written submission to the Provincial Select Standing Committee on Finance and Government Services. KPU will attend the public hearing on October 14, 2014 and is on the waiting list to present the brief.

13.3 Board Report Summary

A summary of the Report to the Board of Governors was received.

14. Senate Report May 26 and June 30, 2014

14.1 President's Senate Update

The Senate Report of May 26 and June 30, 2014 was received.

15. Issues and Concerns

No issues or concerns were identified.

16. Next Meeting Agenda Contribution

1. Appointment of a Student Board Member on the Board / Senate Task Force on Bi-Cameral Governance.
2. Follow up on the Government Letter of Expectations Addendum.
3. Code of Conduct.

4. For the Good of the Order

- The 5th Annual Essential Skills Day will be held on September 26 and it was noted that KPU has had an Essential Skills Policy for many years.
- The Farewell for Jeff Norris was well attended.
- The Governance Retreat held August 22, 2014 was well attended with strong representation from the Board.
- George Melville will be installed as Chancellor on October 1, 2014.
- Convocation is scheduled for October 2 and 3, 2014. Dianne Watts and Jane Adams will receive honorary Doctors of Laws at the October 2, 2014 ceremonies and Mike McKay will receive an honorary Doctor of Laws at the October 3, 2014 ceremony.
- Shane King and Lisa Skakun will represent KPU at BCIT's 50th Anniversary Gala. Launi Skinner and Bill Good will be receiving 50th Anniversary Honorary Doctorate degrees at the event.
- Dr. John Giesy will speak at the National Sustainability Day event scheduled for October 22, 2014 at the Langley Campus.
- Dr. Diane Purvey, Dean, Faculty of Arts is a contributor to a new book titled, "Vancouver Confidential".
- Dr. Bernstein has been announced as one of the 91 inaugural members of the College of New Scholars, Artists and Scientists of the Royal Society of Canada.

5. Evaluation of the Board as a Group

Kristin Ash evaluated the Board's performance.

Noted:

- Great contributions
- Good questions
- Reporting and metrics are excellent
- Great meeting

6. Information Package

An information package was received.

7. Next Meeting

Wednesday, November 19, 2014 Surrey Campus, Boardroom 2110, 3:00 p.m.

8. Adjournment

The meeting adjourned at 6:15 pm.

Electronic Poll Results

The following motion was approved by electronic voting on June 23, 2014.

THAT one Student Governor and one Student Senator be appointed to the Board / Senate Task Force on Bi-cameral Governance.

MOTION CARRIED

Board Chair