



Present Board

Kristan Ash
Harpreet Bhatti
Upinder Chahal
Alan Davis / President
Geoff Dean
Sandra Hoffman
Marc Kampschuur
Shane King / Chair
Hanne Madsen
Shira Standfield
Ken Tung

University Vice Presidents

Sal Ferreras / Provost & VP Academic

University Community Members

Jennifer Au / Vice Chair, Senate
Tru Freeman / Dean, Faculty of Health
Harry Gray / AVP, Administration
Sandi Klassen / University Secretary
Kathy Lylyk / Executive Director, Finance
Maggie MacKenzie / Office of University Secretary
Louella Mathias / Director, Organizational Risk

Guests:

Dr. Jairo Clopatofsky / Consul General of Colombia in Vancouver
Lucie Gagné / Wilson School of Design
Connell Green / Student, Faculty of Arts
Ross Laird / Faculty of Arts
Stuart McIlmoyle / AVP, International
Diego Samper / Founder, Calanoa Project

Regrets

Richard Hosein
Lisa Skakun
George Melville / Chancellor
Bruce Wendel

Tour of the Coast Capital Library

Board members toured the Coast Capital Library prior to the Board meeting. Lisa Hubick, Librarian, conducted the tour.

Presentation: Amazon Field School

Lucie Gagné, Ross Laird, Diego Samper and Connell Green presented an overview of the Amazon Interdisciplinary Field School sponsored by the Faculty of Design in partnership with a number of other organizations including the Calanoa Project. The field school offers students the opportunity to travel to the Amazon Rainforest of Colombia and engage in an intensive interdisciplinary field study for a period of two weeks.

1. Call to Order

The Chair called the meeting to order at 3:39 p.m.

2. Approval of Agenda

The agenda was approved by consensus as amended.

- 3. Consent Agenda** **MOVED, SECONDED AND CARRIED:**
THAT the Board of Governors approve the following items on the Consent Agenda:
3.1 Minutes of September 17, 2014
AND
THAT the Board of Governors receive the following for information:
3.2 Second Quarter Financial Report
3.3 Business & Travel Expense Policy and Procedures
- 4. Government Letter of Expectations Update** Alan Davis confirmed that all Board Members have signed the addendum to the Government Letter of Expectations and that the signed document is now posted on the Board of Governors' website as required by the Provincial Government.

Marc Kampschuur and Dr. Jairo Clopatofsky joined the meeting.

Shane King welcomed Dr. Jairo Clopatofsky, the Consul General of Colombia in Vancouver.

Dr. Clopatofsky addressed the Board and expressed great interest in building relationships with Canadian universities and in particular expanding the relationship and opportunities with Kwantlen Polytechnic University.

- 5. Human Resources Committee Report** **5.1 Employee Code of Conduct**
MOVED, SECONDED AND CARRIED:
THAT the Board of Governors approve the Employee Code of Conduct.
- 5.2 Respectful Workplace Policy and Procedures**
MOVED, SECONDED AND CARRIED:
THAT the Board of Governors approve the Respectful Workplace Policy and Procedures.
- 5.3 Protected Disclosure Policy and Procedures**
MOVED, SECONDED AND CARRIED:
THAT the Board of Governors approve the Protected Disclosure Policy and Procedures.
- 6. Government Committee Report** **6.1 Program Discontinuance: Graduate Nurse Re-entry Program**
MOVED, SECONDED AND CARRIED:
THAT the Board of Governors approve the discontinuance of the Graduate Nurse Re-Entry Program as endorsed by Senate.

6.2 Board / Senate Task Force – Student Membership

MOVED, SECONDED AND CARRIED:

THAT the Board of Governors appoint Upinder Chahal as the student Board Member on the Board / Senate Task Force on Bi-cameral Governance.

Upinder Chahal abstained

6.3 Committee Membership Updates

MOVED, SECONDED AND CARRIED:

THAT the Board of Governors approve the revised Board Committee Membership effective January 1, 2015.

6.4 Board Retreat

Shane King and Alan Davis reviewed the format and agenda options for the February Board Retreat as discussed by the Governance Committee. Discussion followed and it was agreed that the Board Retreat would be developed in line with Option 2. It will be a one-day session held off-campus on Saturday, February 21, 2015 with a focus on issues facing KPU and the governance role of the Board of Governors.

6.5 Association of Governing Boards Conference Options

Shane King reviewed the Association of Governing Boards (AGB) Conference options and highlighted the potential opportunity for a one-day AGB session at Langara College for Colleges and Universities. It was noted that this session could be tailored for Canadian content and that the local venue provides a chance for all available Board members to attend.

Board members were asked to let Sandi Klassen know if they are interested in attending the session. Further details will be provided when available, including the ability to expand the attendee restriction beyond the current 25 people.

Kristan Ash was excused from the meeting and left the Boardroom.

6.6 Election of Board Chair

MOVED, SECONDED AND CARRIED:

THAT the Board of Governors elect Kristan Ash as Board Chair effective December 31, 2014 to July 31, 2015.

Kristan Ash rejoined the meeting.

**7. Finance & Audit
Committee Report**

7.1 Board of Governors Budget 2015/16

Shane King reviewed the Board of Governors Budget 2015/16 and confirmed that external and internal audits form part of the Board budget. Mr. King noted that there is no change to the budget; however, monies have been reallocated as required.

**MOVED, SECONDED AND CARRIED:
THAT the Board of Governors approve the Board 2015/16 Budget.**

7.2 Finance Risk Management Report

Shane King summarized the Finance Risk Management Report and thanked Louella Mathias for developing the reports and addressing feedback from the Board.

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

No report.

9. Provost's Report

Sal Ferreras reviewed the Provost's Report and highlighted his participation and outcomes/opportunities from the College and Institutes Canada educational trade mission to China as well as the World Federation of Colleges and Polytechnics (WFCP) World Congress in Beijing. Dr. Ferreras noted that he gave a presentation to congress attendees outlining strategies and tactics for successful bilateral credential development using KPU's Traditional Chinese Medicine program as an example.

10. President's Report

Alan Davis reviewed the report and the attached copy of the submission to the Provincial Select Standing Committee on Finance and Government Services dated October 17, 2014.

Discussion followed regarding commentary and recommendations in the Committee's Report on the Budget 2015 Consultations pertaining to Post-Secondary Education including operating grants, funding formula and English as a second language (ESL).

Discussion also ensued regarding the importance of comprehensive data in support of representations made to Government.

In response to a comment, Alan Davis advised that he would speak with the Kwantlen Student Association (KSA) to discuss an option for students to participate in the Annual United Way Campaign.

10.1 Notice of Motion: Bylaw No. 4 Fees, Revision

The Board received the Notice of Motion: Bylaw No. 4 Fees, Revision and reviewed the draft motion that will be submitted to the Board by way of an email motion on December 4, 2014.

Kathy Lylyk advised that the revisions align with the Admission Policy and Procedures and standardize international and domestic tuition effective Fall 2015. Mrs. Lylyk confirmed that the Industry Training Authority sets fees for Trade programming, Continuing and Professional Studies programming is a registration process not an admission process and that work is underway to streamline registration for Academic and Career Advancement programming.

**11. Senate Report
September 29 and
October 27, 2014**

14.1 President's Senate Update

The Senate Reports of September 29 and October 27, 2014 were received.

12. Issues and Concerns

The recently published report by the Conference Board of Canada, 'Skills – Where are We Today? – The State of Skills in PSE in Canada' suggests that there are signs of deficits in key skills needed to sustain and enhance economic performance and social well-being.

**13. Next Meeting Agenda
Contribution**

The next Board of Governors meeting is scheduled for January 28, 2015.

**14. For the Good of the
Order**

- Kristan Ash retired from the Board of the Alumni Association at its recent Annual General Meeting.
- The KPU Annual Scholarships & Awards Dinner held November 18, 2014 was an excellent event and well attended.
- The Alumni Association is looking for qualified candidates for the Board of Governors to fill Kristan Ash's position following the end of her term in July 2015.
- Kristan Ash thanked Shane King for his contributions to KPU, acknowledged his six years of service on the Foundation Board, as a founding member of the Alumni Association and his six years of service on the Board of Governors and presented him with the Gavel he used during his service as Board Chair.
- Shane King expressed his thanks and stated that it was his honour to serve KPU.

**15. Evaluation of the
Board as a Group**

Harpreet Bhatti evaluated the Board's performance.

Noted:

- Good meeting.

16. Information Package

An information package was received.

17. Next Meeting

Wednesday, January 28, 2015 Langley Campus, Boardroom 1030, 3:00 p.m.

18. Adjournment

The meeting adjourned at 4:57 pm.

Board Chair