



Present Board

Lisa Skakun / Chair
Steven Button
Tanya Corbet
Alan Davis / President & Vice
Chancellor
Jamie Kokoska
Jessica Lar-Son
Chris McCue
Hanne Madsen
George Melville / Chancellor
Suzanne Pearce
Kim Rose

University Vice Presidents

Salvador Ferreras / Provost & VP Academic
Jon Harding / VP, Finance & Administration

University Community Members

Harry Gray / AVP, Administration
Marlyn Graziano / Executive Director, External &
Government Affairs
Maggie MacKenzie / Confidential Assistant, Board of
Governors
Lori McElroy / Executive Director, Institutional Analysis &
Planning
Keri van Gerven / University Secretary
Shelley Wrean / General Counsel

Regrets Marc Kampschuur

1. **Call to Order** The Chair called the meeting to order at 3:08 pm and welcomed new Board members, Suzanne Pearce and Tanya Corbet, and Guests.
2. **Approval of Agenda** **Motion #08-15/16**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the agenda with the addition of the Oath of Office for Tanya Corbet.
3. **Oath of Office** The Chair administered the Oath of Office to Tanya Corbet and noted that Suzanne Pearce took the Oath of Office at a meeting held on November 9, 2015.
4. **Consent Agenda** **Motion #09-15/16**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following item on the Consent Agenda:
 - 4.1 Minutes September 23, 2015
 - AND
 - THAT the Board of Governors receive the following for information:
 - 4.2 KPU Budget & Mandate Letter
 - 4.3 Second Quarter Financial Report of Operating Funds Only – Quarter Ending September 30, 2015
 - 4.4 HSBC Global Asset Management Investment Compliance Report and Portfolio Review
 - 4.5 RBC Wealth management, Dominion Securities Investment Adherence Report and Portfolio Review
 - 4.6 Signing Authority Policy, Procedures and Schedules of Signatures
 - 4.7 Academic Schedule

5. Audit Committee Report

6.1 Chair's Report

Committee Chair, Hanne Madsen advised that the External Audit services contract with KPMG has been extended to June 30, 2016. Ms. Madsen noted that the current Internal Audit Services contract expires at the end of November and that recruiting is underway for an internal resource to provide internal audit services. This position will report directly to the Audit Committee and administratively to Jon Harding. Jamie Kokoska will represent the Audit Committee in the recruiting process.

6. Finance Committee Report

7.1 Chair's Report

Committee Chair, Hanne Madsen advised that the Finance Committee approved a mid-year budget allocation of \$2.7 million to Continuing & Professional Studies (CPS).

6.2 AVED Forecast for Q2

Hanne Madsen reviewed highlights of the Board Report including domestic and international enrolment, personnel costs including BCGEU and KFA salary adjustments and an organization-wide effort to tighten controls over non-salary costs.

7.3 Board of Governors Budget

A revised budget was distributed and Keri van Gerven, University Secretary, noted that the budget was been condensed and simplified and that the Finance Department has confirmed budget allocations.

Chris McCue joined the meeting.

Motion #10-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Board 2016/17 Budget as recommended by the Board Finance Committee.

7. Governance Committee Report

8.1 Chair's Report

Committee Chair, Lisa Skakun advised that the committee report is covered by the items on the Agenda.

8.2 VISION 2018 – Targets for New Measures

Lori McElroy joined the meeting.

Lisa Skakun advised that the committee received a report from Lori McElroy, Executive Director, Institutional Analysis & Planning and discussed and concurred with the recommended VISION 2018 Targets for new measures.

Motion #11-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the VISION 2018 new performance measure targets as recommended by the Board Governance Committee.

8.3 2016 Board Planning Seminar / Agenda Ideas

Lisa Skakun highlighted the format of previously held Board seminars, outlined suggestions for the upcoming session tentatively scheduled for February 19 and/or 20, 2016 and noted that the Governance Committee has provided feedback for management's review.

Alan Davis noted that Guest Speaker Ruth Wittenberg is currently President of the BC Association of Institutes and Universities and previously held positions in the BC Government including the Ministry of Advanced Education and the Ministry of Education. Ms. Wittenberg is well versed in Board affairs, the interface with government and discussions occurring throughout the post-secondary sector. February 2016 marks the mid-way point of VISION 2018 and Lori McElroy has been invited to present a Performance Report for discussion. The Governance Committee has recommended that the session be held on the Langley Campus and that the formal and informal agendas take advantage of the opportunities the campus offers.

**8. Human Resources
Committee Report**

8.1 Chair's Report

Committee Chair, Hanne Madsen advised that the committee approved the Appointment of Zena Mitchell as University Registrar and received an update on the establishment of the Presidential Appointment and Reappointment Search Advisory Committee which is expected to be in place by January.

Board Chair, Lisa Skakun thanked Hanne Madsen for her time and dedication in serving as Vice Chair and Chair of the Human Resources and Finance and Audit Committees until such time as the Board has a full complement.

**9. Board / Senate Task
Force on Bi cameral
Governance**

No report

10. President's Report

10.1 Budget Consultations with Provincial Select Standing Committee on Finance

Alan Davis provided an overview of the consultations held throughout the province with the Provincial Select Standing Committee on Finance and Government Services. Dr. Davis advised that the [Committee's Report on the Budget 2016 Consultations](#) is now available on the Legislative Assembly website and it is evident that the committee heard from all corners of the

K-12 and post-secondary education sectors. Dr. Davis also highlighted some of the committee's recommendations.

Dr. Davis confirmed that submissions and presentations were also made by faculty and student associations.

10.2 Report to the Board

Alan Davis noted that the Report to the Board is included as part of an Information Package. The report provides a summary of activities since the last Board meeting.

Dr. Davis also announced that KPU Eagles men's soccer team placed 5th at the Canadian Collegiate Athletic Association (CCAA) National Championships and congratulated team members on their success.

11. Provost's Report

11.1 Report to the Board

Salvador Ferreras provided an update on his report Included in the Information Package including participation in the BC Education Plan Think Tank hosted by the Ministry of Education. Dr. Ferreras stated that the purpose of these sessions is to obtain input from post-secondary institutions to transition students graduating from a different primary and secondary education curriculum. The new curriculum is now available for K-9 and available for 10-12 in 2017. This means that post-secondary institutions have four years to prepare and ensure a smooth transition for students.

Action Item:

A link to detailed information on the Ministry of Education website will be provided to members of the Board.

Dr. Ferreras also provided an update on discussions regarding the Traditional Chinese Medicine Diploma in Acupuncture, launch of the Healthy University Framework for students and employees, a visit by to the School of Horticulture by the Minister of Agriculture and the Minister of the Environment and launch of a dual credit program with Delta School District featuring the first farm school at a secondary school. Dr. Ferreras also advised that a \$2.7 million grant was received from the Ministry of Aboriginal Relations and Reconciliation (MARR) to collaborate with Squamish, Musqueam, Tsleil Waututh and Kwikwethem First Nations to research skills gaps that impede labour market participation among bands impacted by LNG. A \$4 million grant was also received from the Ministry of Advanced Education (AVED) for expansion of Aboriginal Trades Training.

Lisa Skakun thanked Geoff Dean for years of his service and contributions to Kwantlen Polytechnic University as a member of Board of Governors.

- 12. Vice President, Finance and Administration** ***12.1 Report to the Board***
- Jon Harding provided an update on his report included in the Information Package and advised that the Director, Business Performance & Advisory Services position has been posted and that the format for enterprise risk management reporting is under review.
- 13. Senate Report: September 28 and October 26, 2015** The Senate Reports of September 28, 2015 and October 26, 2015 were received.
- 14. Issues and Concerns** No issues or concerns were identified.
- 15. Next Meeting Agenda Contribution** Board members are asked to send contributions for the next meeting agenda to Keri van Gerven.
- 16. For the Good of the Order**
 - The 27th Annual Scholarship & Awards Dinner will be held on Thursday, November 19, 2015 hosted by the KPU Foundation.
 - The Kwantlen Polytechnic University Alumni Association's (KPUAA) Annual General Meeting was held on Monday, November 16, 2015 with a number of new members elected to the Board.
- 16. Feedback on the Meeting** Lisa Skakun thanked Alan Davis, Salvador Ferreras, Keri van Gerven, Maggie MacKenzie and Shelley Wrean for their contributions in enhancing meeting agendas and packages.
- 17. Appendix: Information Package** An information package was received and Alan Davis noted that, although the intent is to streamline this package, it is an extremely valuable reporting tool for the university.
- 18. Next Meeting** Wednesday, January 27, 2016 at the Langley Campus, Boardroom 1030
- 19. Adjournment** The meeting adjourned at 4:50 p.m.

Board Chair