



Report to the Board of Governors

March 30, 2016



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President's Report

From January 27th to February 3rd, I led open sessions on each campus to discuss the launch of KPU Listens: the secure service that supports the university's Protected Disclosure Policy and Procedures.

I joined the Board meeting of the Council for Adult and Experiential Learning on January 28th by teleconference, and likewise the Education Program Review Committee of the College of Registered Nurses of BC on January 29th.

On January 28th I was pleased to attend the South Surrey / White Rock Business Awards, where Marlyn Graziano, Executive Director of External Affairs was a nominee.

The KPU Foundation Board met on February 2nd, and the Office of Advancement is on track to record gifts of about 4 million again for 2015/16. Katie Miller has been appointed as Director of Advancement.

Minister for Advanced Education, Andrew Wilson, visited KPU Langley on February 3rd and enjoyed tours of the Horticulture greenhouses, the Institute for Sustainable Horticulture, the Faculty of Health and the Brewing Instructional Laboratory. He also met with students and with the executive team.

Several of us met with local school superintendents on February 4th, and I joined a large group on February 5th in a respectful workplace training session.

On February 10th I attended Dr. Farhad Dasturs' presentation at Science World, and on the 11th I attended the City of Langley Volunteers' appreciation event.

On February 12th I had breakfast with Mayor Hepner at the Surrey Board of Trade event, lunch with Mayor Brodie at the Richmond Chamber of Commerce, and attended an Arts Umbrella fund raiser at the Surrey Arts Centre in the evening, where Dr. Ferreras held sway over the audience.

The senior executive team held a retreat at our Innovation Hub location on February 15th to look at the mid-cycle Vision 2018 results. This formed the basis for a presentation at the Board's planning session at KPU Langley on February 20th. The results will be shared widely at presentations across the university over the next few months.

Coast Capital Savings leaders visited KPU on February 25th to recognize the Entrepreneurship project room in the Arbutus building which they have sponsored. We held discussions with President Don Coulter and his team about other ways we can partner.

The KPU Open House was held in Surrey on March 5th and attracted a record number of 1200 visitors. Many faculty, professional staff and administrators were involved in an outstanding event as KPU welcomed prospective students and their friends, and family.

On March 7th and 8th I attended a workshop provided by Universities Canada which focused on the important changes and future direction of liberal arts education in Canada and elsewhere. Sessions focused on the key role liberal arts plays within the higher education and the jobs/skills debate; and

how to communicate the significant values of the liberal arts in an increasingly technologized world, including the use of 3rd part champions and outreach to political leaders.

Kathy Wolfe from the Association of American Colleges and Universities (AAC&U) shared trends from the United States and the success with public advocacy they have had using the "Essential Graduate Outcomes for the 21st Century" that they have developed.

Educators from Saskatchewan, Windsor, Social Sciences and Humanities Research Council (SSHRC) and McGill discussed trends in delivering relevant, inclusive and contemporary liberal arts. [Marie Battiste's](#) comments were especially powerful regard Indigenous Education.

Kevin Kee from the University of Ottawa spoke about the Digital Humanities and how the essential practices of liberal arts teaching and scholarship are changing.

Ross Finnie from the University of Ottawa presented [research](#) on the value of a liberal arts education in today's economy by linking graduate data with tax returns over several years. Based on this income data, it appears that the myth regarding the prospects for liberal arts graduates is busted.

One highlight was a presentation by [Joseph Boyden](#) who linked his own experience as a student and teacher to his important work as a writer.

On March 15th I attend the Langley Chamber of Commerce Leadership Panel which included John Aldag, MP Cloverdale-Langley City, Mark Warawa, MP, Langley-Aldergrove, Jack



Prospective KPU students at KPU Open House

President's Report *cont'd*

Froese, Mayor of the Township of Langley, and Ted Schaffer, Mayor of the City of Langley who discussed how the Langleys are developing through work locally and in Ottawa.

On March 17th I joined my colleagues at the BC Association of Institutes and Universities President meeting in Vancouver, with updates from the Ministry of Advanced Education.

On March 18th, the executive group had a few hours with Alex Usher, a well-known commentator and researcher on higher education, with the focus of the discussion based on his blog about the habits of [effective universities](#).

On March 23rd and 24th I attended the [annual conference](#) of the Higher Education Quality Council of Ontario which looked at the transitions between schools, colleges, universities and careers, and how to bridge the silos for students. I will be sharing my notes at the next Board meeting and in detail with my colleagues as we continue with our enrollment management.

Submitted by:

Alan Davis,

President & Vice-Chancellor



Left to right: Bruce Ralston, MLA Surrey-Whalley; Alan Davis, President, KPU, Patrick Donahoe, Dean, Academic & Career Advancement at KPU Surrey Open House, March 5, 2016

Finance & Administration

FACILITIES SERVICES

Capital Development (including planning, design, renovations and new construction)

- Langley Music Wing floor grinding/polishing—Worn out carpet has been removed with the pre-existing concrete being ground and polished eliminating the need for flooring replacement and reducing future cleaning costs. Work estimated to be complete by March 9, 2016.
- Richmond 3rd floor hallway repainting—Project awarded to GBS Construction Managers and work has begun. Estimated completion March 11, 2016.
- Richmond IT server room cooling system engineering assessment and recommendations—Stantec engineering completed a review of the existing Richmond IT server room cooling system and calculated additional cooling needs to accommodate for the planned installation of additional equipment in the server room.
- Richmond Fire Panel—Condition audit and report completed by code consultant. Predict 10 more years of service before replacement is required.
- Richmond Plaza membrane—Consultant completed design brief to replace membrane over the underground parking that is surfaced by the south plaza and gardens.
- Richmond Insulated Glazing Units (IGU's)—Consultant completed design brief to replace failed IGU windows and curtain walls.
- IT Communication rooms expansion Surrey—Substantially complete, minor deficiencies to be addressed.
- Surrey/Richmond—Electrical works to support new stage lighting complete.
- KPU Tech Grinding Booth—Project complete, minor deficiencies to be addressed.
- Chip & Shannon Wilson School of Design Building project—90% drawing review completed including preparation of a Class A Budget estimate. Open House for faculty took place to provide them information on how the building has changed while meeting academic and functional requirements. Project will proceed to tender on March 24th.

Environmental Activities

- Phenolic dust removal from ceiling at Langley—During the first stage of the Langley campus (west wing 2nd floor) roof replacement, dust from the insulation settled on the ceiling tiles below. This dust (phenolic) is considered an irritant. A scope of work was developed by a Professional Indoor Air Quality Specialist. Using this scope of work a qualified vendor was selected and completed the work.

Natural Gas Supply; ASDT Initiative.

- KPU representatives met with the project manager and consultant representing the Administrative Service Delivery Transformation (ASDT) Initiative for Natural Gas Supply. KPU has an opportunity to join other postsecondary institutions that are recognizing lower utility rates costs. An assessment is being conducted to determine whether gas supply capacity is available for KPU to join.

Facilities Operations/General

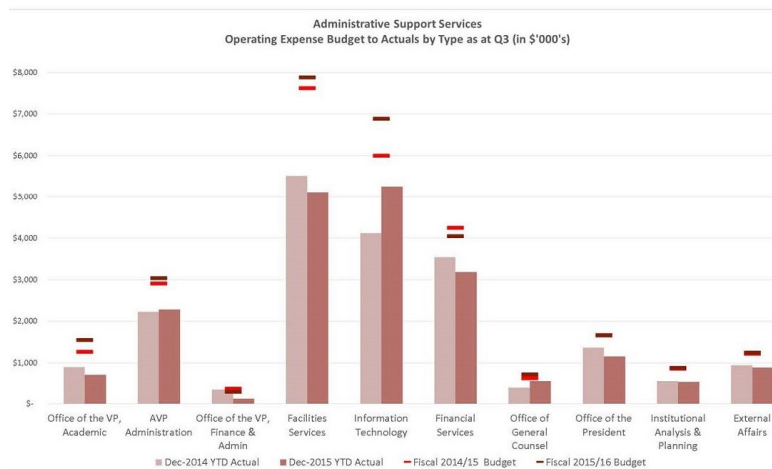
- Power washing Richmond campus exterior - The Richmond campus exterior was pressure washed to remove mold and mildew on the exterior brick.
- Langley Campus Overpass Inspection—Levelton Engineering completed the annual inspection of the overpass linking the South campus with the Horticulture Center, North campus. The overpass remains in overall good condition with recommendations being followed up on to remove vegetation growing along the sides and minor crack sealing along the top surface.
- Landscape Pruning & Tree Removal—Pruning and hazardous tree removal was completed to improve sightlines and to remove limbs that were impeding exterior building, parking area, and walkway lighting. Dangerous trees re-moved as identified in the Hazardous Tree Risk Assessment are replaced.
- Filming Langley campus—Filming took place in the Library and Auditorium for a movie entitled Prodigal.



Finance & Administration *cont'd*

FINANCIAL SERVICES

- Financial Forums were held on all 4 campuses the last week of January to present the 3rd quarter results and the 2016/17 draft budget to the university community.
- Draft budget has been prepared and moved through SSCUB process onto the Senate and Board – March 30th Board meeting is the target date for the budget to be approved.
- Sadly saying good bye to two key staff members from our team: Evelyn Forrest is moving back to the private sector, and Stefanie Singer has accepted a position with Fraser Health. Plans are in place to fill these positions in the near future.
- Financial Services has completed 3rd quarter reporting and submitted the reports to the Ministry of Advanced Education.
- The fourth quarter of the year finds Financial Services staff busy getting ready for the year end audit, finalizing entries, and clearing items that are required for the year end.
- Payroll staff were busy with the calendar year end entries, and T4 and T4A processing; and all tasks were completed on a timely basis to ensure that all staff had their slips prior to the end of February. At the same time, Finance staff were involved in the processing of student T4A's and staff T5's.



HUMAN RESOURCES, EMERGENCY PLANNING & SECURITY

Human Resources

Respectful Workplace Training Sessions—To date, a total of over 1,000 employees have attended a 3 or 4 hour Respectful Workplace Session. The 4 hour session was attended by over 150 workplace leaders. Six sessions were held in Surrey, three sessions in Richmond, 2 sessions in Langley and 1 session at Cloverdale. Overall feedback has been positive. The University is exploring additional sessions for the May/June session.

Security

- *Pamphlet*—Security has developed a security awareness pamphlet that provides information and contact numbers that will be handed out to newcomers to the KPU community.
- *Threat Assessment Team*—Security and Judicial Affairs have jointly provided a model and timeline to senior management for the development and implementation of a Threat Assessment Team (TAT). A member of the RCMP has been identified and has agreed to sit on the core TAT team once the approval to use a nationally recognized model for threat assessment.

- *Campus Coordinators*—Security has held meetings with the manager of Occupational Health & Safety and the manager of Emergency Planning to develop a draft Job Description for full time positions for a Campus coordinators.

Emergency Planning

- *Active Threat Response Protocol*—Emergency Planning worked with KPU communications and RCMP to develop Active Threat Response Protocol This protocol aligns with the response of the RCMP and is consistent with other post-secondary universities such as SFU who recently re-developed their Active Threat Protocols. This protocol will be presented to President's Council and Academic council before it is rolled out to the entire KPU community which is anticipated to be done in May. Marketing is also working on a poster with information on the protocol.
- *Surrey Security Upgrade Project*—Surrey Security upgrade project has been ongoing the past several months. Completion of the installation will be by the end of March. On-

Finance & Administration *cont'd*

going training and learning of the systems will continue and facilities and security hope for a full deployment in early April.

- *Emergency Management Plan*—Further revisions were made to the Comprehensive Emergency Management Plan and the hope is for final approval to be given before May in order to use Emergency Preparedness week in May to promote KPU's Emergency Plan.

Occupational Health & Safety

- *Committees*—Joint Occupational Health and Safety Committees have been established at each campus. Committees are meeting monthly and conducting safety inspections on a regular basis. Ten (10) inspections have been completed during this reporting period.
- *Fire Drills*—Fire drills were held at each campus. Fire drills involved the participation of employees and students.
- *Fire Safety Plans*—Working with consultant Fire Safety Plans have been updated at the Cloverdale and Langley campuses.

INFORMATION TECHNOLOGY

Enterprise Systems

- *T4, T4A and T2202A*—The annual delivery of Canada Revenue Agency forms, T4, T4A and T2202A have been completed on schedule.
- *PCI DSS Compliance*—It is a requirement by the Purchase Card Industry for the institute to satisfy the PCI DSS (Purchase Card Industry Data Security Standard) compliance to continue use of purchase card for business transactions in the institute. The PCI DSS validation documents were submitted to Moneris and Moneris reported that KPU is compliant with the PCI DSS as of Jan 27 2016. The next PCI DSS validation documents are due for Jan 2017.
- *Banner HR/Payroll Revitalization*—IT Dept continues to provide resource for the scheduled deployment of the following processes by respective service departments: Implementation of Salary Encumbrance information in Finance reports to facilitate monitoring of salary expense against budget; Implementation of Position Control to facilitate position budgeting; Implementation of Leave Report by Admin Staff; Implementation of Web Time Entry to replace the paper timesheet.
- *Banner Student Revitalization*—There were four onsite engagement consultation sessions attended by Office of the

Registrar and Continuing & Professional Studies: Creation and maintenance of Programs and Curriculum (Oct, 2015); Population Selection, Communication Plans and Letter generation (Nov, 2015); Open Learning functionality (Jan, 2016); Managing Student Status (Feb, 2016). The fifth one is scheduled for Apr 4 – 6. OREG and IT Dept will formulate process improvement deliverable upon completion of the fifth engagement.

- *Enterprise Systems Infrastructure & Process Implementation*—A test environment was created for the purpose of developing and testing HR/Payroll Revitalization processes. Titanium, a counselling software for Counselling Department, has been tested for upgrading to the latest version 10 and will be deployed to production in April. The extension of Early Alert system to allow faculty to report concerning student behaviours is being developed and will be deployed in May.

Technology Services

- *Network Infrastructure Upgrade*—The Surrey Network Upgrade began last weekend of January and IT have continued implementing the infrastructure during regular business hours and weekends throughout the month of February and first two weeks of March. 85% of the infrastructure is now in place; 95% of all server and business applications have been moved. Remaining part of the infrastructure will be completed by the end of April as it is all scheduled for weekend work in the IT downtime window Saturday after 5pm to Sunday 11am.
- *Student Email Replacement Project*—IT along with the Project Manager assessed requirements based on the



KPU Richmond Study Labs

focus group(s) recommendations to see what alternative email systems could potentially replace the current student email system which is obsolete and does not meet KPU requirements. The timeline to implement a new email system is extremely tight as we need the new email system in production by June 30 due to the fact that the current email will be end of life by then and support for it will be abruptly terminated. Three possible scenarios were reviewed: KPU host an email system – very time consuming, resource intensive and expensive; Hosted service – very expensive, not affordable; Office 365 – Extremely inexpensive, relatively simpler to implement than options 1 or 2, huge long term benefits. Drawback is, it currently is hosted in the US but will be moved to Canada prior to end of 2016. Recommendation was made to the stakeholder committee to move forward with option 3 O365, understanding that the content will initially be maintained in the US but will be migrated to Canada before the end of 2016. The stakeholder's decision is to move forward with O365. IT is currently in the planning process with Microsoft to be in production by June 30th

- *Managed Print Services*—To date we have issued 12,647 student cards and 2,068 employee cards. IT has started to distribute print usage reports from PaperCut (print management software) to the Provost and the Deans and to the VP of Finance and Administration and department heads. The reports are summarized by organization codes, detailed user reports can be requested. Since the print management system was installed at KPU, 5.2 million sheets of paper have been used for printing and copying, through reporting and education we intend to reduce that number by 15% in the next fiscal year. The project will wrap up by end of June (it was delayed due to other priorities) with the implementation of additional features including follow-me printing to enable printing to any printer on any campus, and print policy to lower cost through rules/recommendations to direct large print jobs to high volume printers or the print shop.
- *IT Office Renovation*—The renovation is 95% complete and staff have moved back in to their new space; working on deficiencies with Facilities hoping to be completed by end of April!
- *Communication rooms*—Two new communication rooms are under construction in the Fir and Spruce buildings on the Surrey campus. This will provide the capacity to accommodate for growth as well as connectivity for the new door card access and CCTV systems. Both rooms are 90% complete, remaining 10% anticipated to be completed by end of March. Starting planning on replacing communication room at the Richmond Campus West wing to accommodate the new network infrastructure and additional capacity for things such as Wi-Fi expansion, CCTV, emergency beacon expansion.

ORGANIZATIONAL RISK

Risk Management

- During the period covered by this report (Dec 2015 – March 2016) Organizational Risk provided risk management advice to Deans and senior administration at KPU.
- Detailed reporting of such information is not included, given the public nature of this report.
- Risk registers for various departments have been completed, or are under development.
- The university is working on developing Risk Appetite statements that will assist the Board in its governance responsibilities and management in decision making.
- The department is regularly consulted with on the development of processes and procedures that support a wide range of support departments.

Insurance & Claims

- Ongoing liaison with the Ministry of Finance – Risk Management Branch for the management of claims and losses.
- Due to the sensitive nature of information, claim details will not be reported.
- Collaborating with other university departments, work has begun on the development of a centralized process to track claims and losses
- The department continues to provide insurance advice on all matters relating to academic and non-academic issues including management of KPU's fleet insurance.

Contract Administration

- The department continues to support all Faculties and the Office of Research in the design and development of major contracts.
- In collaboration with General Counsel, Org Risk is reviewing both, the MOU and Signing Authority policies. Work is under-way to develop a database and standardized processes to store MOU's within the Office of General Counsel.

Submitted by:

*Jon Harding,
Vice-President, Finance & Administration*

Office of the Provost

Events, Conferences and Meetings (Jan 28 - Mar 30, 2016)

- Attended South Surrey/White Rock Chamber of Commerce 2015 Awards Dinner January 28.
- Attended and presented at annual Administrators Forum at the Surrey Campus on February 1.
- Meeting with AVED Minister Andrew Wilkinson, Langley Campus February 3.
- Hosted meeting of five neighboring school district superintendents. Richmond, Delta, Maple Ridge, Surrey and Langley on February 4
- Attended and delivered greetings at Faculty of Trades and Technology 2016 Awards Ceremony February 10
- Executive retreat February 15
- Participated as a KPU guest in Science World redesign ideation series February 17
- Participated in Respectful Workplace training session February 18
- Board Planning Seminar February 20
- Working with College and Institutes Canada to redevelop their 2016 leadership training institute. Have been a faculty member of this institute since 2010
- Meeting bi-weekly with Assistant Deputy Minister for AVED regarding the continued development of the Acupuncture diploma.
- Biweekly meetings with steering committee for the development of the new distributed model for Acupuncture clinics.
- Successfully steered Acupuncture diploma to approval by Senate on February 22
- Attended a successful Brewing Up Your Career Fair on the Langley campus
- Attended and presented a speech at the Mayor's Roundtable on Smart Cities as part of Globe 2016. Meeting hosted by KPU with mayors and councilors from Surrey, New Westminster, Maple Ridge, Delta, Richmond and special guests, the mayors of Helsinki and Copenhagen. Theme of event was the emerging collaborative venture between the KPU and the City of Surrey and Foresight Cleantech Accelerator.
- Attended KPU Surrey Open House March 5
- Attended meeting of the BC Association of Institutes and Universities March 9
- Attended Langley Chamber of Commerce Leadership Panel March 15
- Attended BC Teaching and Learning Council meeting on the development of the new BC Digital Learning Resource Network March 24

Strategic Enrolment Management (SEM)

- As per the January report, we have now moved towards Phase Two of the SEM planning process. The Deans have identified their projected enrolment targets that will be analyzed and shared with the marketing department to guide the development of a comprehensive marketing plan for KPU. A working draft of this plan will be shared with the Board at the June 22nd meeting.
- Recent changes to admissions procedures and practices in the Registrar's Office continue to point to a more streamlined system aimed at increasing our conversion rates (from applicant to registrant) and our enrolment. We are in the process of reviewing a new degree completion and scheduling tool that may have a strong impact on improved student experiences, accelerate their completion period and the integration of academic scheduling.

Administrative Searches

- We have now successfully completed two important administrative searches. The first was the search for the Vice Provost Teaching and Learning and the second, the Senior Director of Student Services. The successful candidates will be announced in the next two weeks.

FACULTY & ACADEMIC UNITS

Faculty of Science and Horticulture

- The 4th Annual Branching Out Conference and Career Workshop, attended by over 20 employers and focusing on students in all programs offered by the School of Horticulture.
- The inaugural Brewing up your Career event attracting 20 brewing-related employers. Similar to Branching Out, this event involved employee-student 'speed dating' round-robin interactions, an industry panel and a networking social.
- KPU Richmond was the site for the 3rd Annual KPU Small Farms Session, organized by Kent Mullinix and Caitlin Dorward (Institute for Sustainable Food Systems), and Anna Rallings, Rebecca Harbut, and Mike Bomford (Sustainable Agriculture). These conferences are a producer-focused series of lectures intended to provide support and information for the local farmers.
- Four 2016 KPU Cuba Interns departed Jan 21, for a 3 month internship with our partners in Cuba. Deborah Henderson (Institute for Sustainable Horticulture (ISH) travelled to Cuba to visit our students and have planning meeting with her research partners at Universidad Sancti Spiritus.
- Dean Betty Worobec joined President Davis in hosting the Honorable Minister of Advanced Education Andrew

Office of the Provost *cont'd*

Wilkinson at KPU Langley on February 3. Gary Jones (Horticulture), Deborah Henderson (ISH), Jean Nicholson-Church (Faculty of Health) and Tim Brown (Brewing) led tours of their respective areas.

- Tak Sato (Physics) and Triona King (Communications Specialist) represented our Faculty at the BC Tech Summit Career Showcase, an event within the BC Tech Summit targeted towards secondary and post-secondary students as well as recent graduates who have some interest in pursuing a career in the technology sector.

Faculty of Academic and Career Advancement (ACA)

- Academic and Career Preparation (ACP) hosted articulation meetings for the Math and Indigenous Adult Basic Education (IABE) groups in March. Both Chief Cheryl Gabriel and KPU Elder in Residence Lekeyten attended the IABE meetings to talk about aboriginal ways of knowing.
- ACP and Access Program for People with Disabilities (APPD) continued their partnership in the implementation of Literacy Communities 0101 (pilot course for students with intellectual disabilities). This project received a third full year of funding, for offering the course in the 2016-17 academic year, from the Ike Barber Endowment.
- The ACP English group held a meeting during Reading Week to develop program-level learning outcomes.
- The Dean recently participated in the major wrap-up consultation for Phase I of the Surrey Local Immigration Partnership Strategic Plan. The Dean is also working in the initial planning stages with the Somali Youth Project for a second daylong KPU campus visit.
- The ACA Associate Dean continued to sit on the City of Surrey Social Policy Advisory Committee, the Langley Refugee and Immigrant Advisory Committee and the READ Surrey/White Rock Society Board of Directors.
- ACP instructor Janice Morris organized another successful KDOCS documentary film festival on February 19 and 20 at the Van City Theatre. Volunteers at the event included both ACA instructors and students.

Faculty of Arts

- Don Hlus (Music) organized the 19th annual Fraser Valley Acoustic Guitar Festival featuring 2015 Grammy Award Winner - Jason Vieaux, local high schools, along with University and College students, KPU Langley (Feb 25 – 27).
- Nicola Harwood (Creative Writing) won the 2015 New Media Writing Prize for a collaborative new media project that she curated and designed, "High Muck a Muck: Playing Chinese" (Jan 20). Nicola's new release "Flight Instructions For the Commitment Impaired" published by Caitlin Press en-joyed a substantial review and coverage

by the Vancouver Sun .

- Katie Warfield (Journalism) was awarded a \$15,000 Telus Community Grant for the Visual Media Workshop Digital Storytelling partnership with Princess Margaret High School (Feb 2).
- Criminology instructor Lisa Monchalin, KPU's architect of the newly approved Minor in Indigenous Community Justice will be releasing her book "The Colonial Problem: An Indigenous Perspective on Crime and Injustice in Canada" published by the University of Toronto Press on April 4.
- Greg Chan (English) facilitated a three-day KPU Arts workshop on social media profiles for faculty, staff, and administrators (Feb 22, 23 & 24).



Faculty of Health

Community engagement: (note: special events, intersection with our external community)

- Network to Eliminate Violence in Relationships (NEVR) hosted the "One Billion Rising Event" held on Friday, Feb 12th at the Firehall Centre for the Arts, Delta. *One Billion Rising* is a worldwide initiative with the goal of ending violence against women. Dr. Balbir Gurm, KPU BSN Faculty, is the facilitator for the NEVR.
- The Faculty of Health hosted three (3) faculty from the Nursing Department of the University College of Northern Denmark from March 1 – 4th. The faculty came to KPU to participate in the refreshment and re-signing of an MOU that will facilitate student and faculty exchange. Faculty and students at KPU were also able to attend three presentations by the Danish faculty; Clinical Practice

Office of the Provost *cont'd*

Partnerships for Clinical Placements, Working with Strategies within Research and an open discussion on What Nursing and Nursing Education is like in Denmark.

- Dr. Balbir Gurm was invited to speak at the BC Cultural Diversity & Policing Forum at their session on Domestic Violence that was held Jan 25 at the Justice Institute. She presented on the reasons for underreporting and recommended actions for community and police.
- As reported earlier in this document, the Faculty of Health continues to pursue the development of the Acupuncture Diploma that is before the Board for consideration March 30. Plans for the full implementation of a new distributed clinical model continue with KPU's partners in the Faculty of Medicine at UBC and AVED Executive Director, Research Universities & Health Programs

Wilson School of Design

- The Wilson School of Design, in partnership with the Resort Municipality of Whistler, will be offering the KPU Whistler Design Experience as a summer course in July 2016. Participants will be immersed in the area's natural beauty and will explore the complex interplay between design, nature, and local culture.
- On Jan 20, 150 people attended the first annual Fashion and Technology Student-Alumni mixer. Attendees included alumni, current students, 2nd year Fashion Marketing (FMRK) students, faculty, and staff.
- Alumni Maryanne Mathias, a graduate of the Fashion & Technology degree program and Sauder School of Business (MBA) was featured in BC Business Magazine.
- FASN Alumni Taylor Byrom launched her clothing line "jolie hart" designed to work around the care needs of young girls from ages two to five. The Langley-based designer's workshop is within KPU's research and development space on Surrey's Innovation Boulevard. As mentioned in the previous report, Taylor has been getting a lot of Canadian press and has been featured recently on CBC Radio: <http://www.cbc.ca/player/play/2682774075>

Faculty of Trades and Technology

- The Advanced Manufacturing Technician Diploma presently in development is an intensive 'fast track' into the manufacturing industry. This program will address the needs as identified by the City of Surrey, the province of BC, and Federal initiatives regarding growing technology skills in manufacturing. This undergraduate program offers a competitive edge in the Siemens Mechatronic Systems Certification Program (Level 1 and 2) certification opportunity.
- The Ministry's (AVED) efforts to support BC's Skills Blueprint increased Skills Training Equipment funding from \$803,401 to \$1,068,651 in the current fiscal year. This

funding provided KPU Tech the opportunity to upgrade and enhance capital equipment in demand trades programs within the Faculty, including Electrical, Millwright, Piping and Welding.

- In partnership with Mountainside Secondary School located in North Vancouver, KPU Tech delivered an off-site eight-week Common Core for high-school students with varying learning disabilities and/or challenges. The Common Core program focused on a general introduction that exposed students to the possibility of various trades training and career possibilities, and was specifically designed to provide students with general knowledge and experience in several trades/industries as well as to foster and develop critical employability skills.
- In an effort to support student engagement and retention; students that successfully completed the Common Core were registered into 12 weeks of Trades Discovery (a second phase of applied trades learning through Critical Seats funding).



School of Business

- In order to enhance services in the School of Business, and in response to student demand for advising services outside of the traditional business hours, our Advising Team launched a pilot project and have introduced evening appointments by video and teleconference. The project has had an extremely positive response.
- The Kwantlen Polytechnic Marketing Association (KPUMA), a student-led marketing group held an industry tour at the TAXI Advertising Agency in Vancouver where students were able to tour the open-concept offices and witness the environment that current professionals work in (Feb 29).
- This past semester CPABC awarded \$7,050 to some of our KPU Co-op employers in recognition of their support in

Office of the Provost *cont'd*

providing relevant accounting experience to our Co-op students.

- KPU Accounting instructor, Rosemary Henriksen recently released her new book "Introduction to Internal Fraud, Canadian Edition".

Continuing and Professional Studies

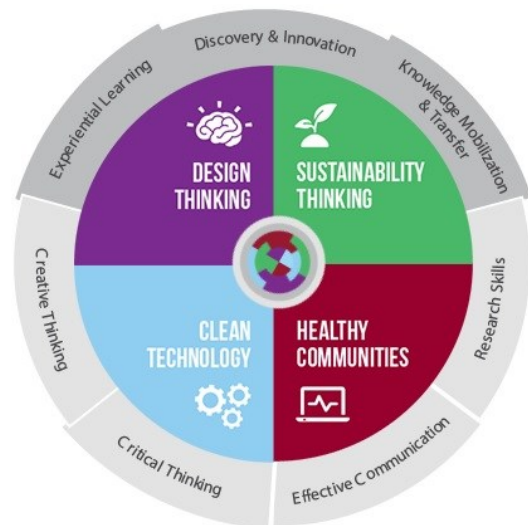
- CPS announced a successful first year of training through the following grants:
- *\$468,000 from the Ministry of Jobs, Tourism & Training*—Low Voltage Electrical and Data Technician. This contract will be fully executed by March 31, 2016.
- *\$2.7 million from the Ministry of Aboriginal Relations and Reconciliation*—We have provided training for four bands; Squamish First Nation, Musqueam, Tsleil-waututh, and Coquitlam. Some areas of study included Environmental Monitoring, Pre-foundations Intro to Construction Trades, Scaffolding, and ArrowMight.
- *\$4 million from the Ministry of Advanced Education*—to offer training to Squamish First Nation students. Training highlights included pre-foundation training as it relates to LNG trades, and Introduction to Environmental Monitoring.
- The first intake of our Commercial Beekeeping program is gearing up to go out on their 5 month practicum with commercial beekeepers in Western Canada. We have 11 students who have also expressed interest in beginning this program next January.
- CPS is in the process of completing an executive summary of our findings with respect to our investigative work on the recruitment and training needs of First Nations for the LNG industry. This work was done through our grant received from the Ministry of Social Development and Innovation.
- There are full classes for the Introduction of the Professional Management of Medical Marijuana. We are currently developing additional programming in this area to support the needs of this burgeoning industry. We will be holding a DACUM later on in March to garner industry support and tailor our programming to meet their needs. We also plan to research the possible development of programming that will meet the needs of the U.S. market.

University Library

- The Library spearheaded a celebration of Open Education Week (Mar 4-11) with support from Bccampus. A conversation with Paul Stacey (Associate Director of Global Learning, Creative Commons) gathered dozens of academics from post-secondary institutions across the lower mainland.
- Later in March the Library is pleased to be invited to be

part of a workshop hosted by Bccampus. The two day event is aimed to create an online course for faculty to encourage adoption of open textbooks. Attending for KPU will be librarian Caroline Daniels and instructor Farhad Dastur (Psychology).

- Linda Woodcock, KPU Technical Services Librarian and cataloguer Sarah Ogden (VIU) have led a project providing greater access to the complete collection of the BC Open Textbooks through the creation of common cataloguing records. This greatly enhances the discoverability of the BC Open Textbook collection.



Office of Research and Scholarship

- Three faculty (Product Design, Entrepreneurship, Environmental Protection) and nine students are participating in a project sponsored by the City of Surrey Engineering Department to design a solution that will increase the amount of organic waste being diverted from landfills by 10%. The faculty and students are working with the Foresight Cleantech Accelerator Centre to design a working prototype and develop a business case for the proposed solution.
- A joint proposal by KPU and the City of Surrey to Foreign Affairs, Trade and Development Canada's Invest Canada Community Initiatives (ICCI) successfully secured \$100,000 to develop a strategic long-term plan to leverage approximately \$100 million dollars' worth of local partnership investments to consolidate Surrey's role as a hub for international business and foreign investment.
- KPU and its partners – SFU, City of Surrey, Surrey City Development Corporation (SCDC), and Foresight Clean Technology Accelerator – created a proposal for a 200,000 sq ft Centre for Clean Technology Manufacturing (CCTM) which was presented to Prime Minister Trudeau by Mayor Hepner on Mar 1 prior to the Globe 2016 Sustainability conference in Vancouver. The Centre is part of a wider strategic vision to transform KPU Tech into an

Office of the Provost *cont'd*

international innovation and manufacturing enterprise zone that will respond to Industry 4.0 training needs and applied skills by providing the next generation of skilled, experienced and motivated workers who will be graduating from across the KPU Faculties.

Student Services

- Student Services and the Faculty of ACA partnered with 6 other BC public post-secondary institutions to develop a pro-program for post-secondary students transitioning from government care due to age. Funding was provided by KPU, the Vancouver Foundation, and the Irving K. Barber Foundation.
- Career Services hosted two significant annual student/community events to kick off 2016. Through Branching Out, CS and Horticulture brought together 22 employers and approximately 100 students and faculty for networking and dialogue. The 11th Annual Career Day was a "sold-out" venue of 47 employer booths and approximately 1300 students in attendance.
- The Volunteer Services Database has grown in 2016 by 47 KPU students (and 204 hours) with a total of 409 volunteers on record. Campus activities included Orientation and Career Day. Off campus, students volunteered at Sources Community Services in White Rock, Surrey high schools, and Richmond Youth Services Association.
- A University Calendar needs assessment to identify improvements and enhance the user experience is underway, including the curriculum workflow linkages between Senate and the Office of the Registrar, and how these connections support the production of the university calendar. The revised University Calendar will be published in June 2016, for the 2016/17 academic year.
- Revisions to the Student Tuition and Fees Policy and Procedures are underway to ensure a more student-centric approach to enrolment while reducing administrative costs.
- This process will align KPU's fee payment deadline with other BC Post Secondary Institutions and will remove unnecessary procedural obstacles to student payments, registration and financial aid.
- KPU Eagles Basketball teamed up with 3rd year marketing students to host a fundraiser for the SPCA for over 100 fans at KPU's final home basketball game.
- Co-operative Education expanded its connections to new local employers, including CitiWest Consulting Ltd, Einstein Business IT, Jivan Dhillon & Co. Inc, Langley CGA, and Park, Kyon & Company. 121 Co-op placements were created; an increase of 18.6% over this semester last year.

- KPU Eagles Badminton qualified two teams for the CCAA National. The mixed doubles team placed 4th overall and the men's doubles team captured a silver medal.

Teaching and Learning/Learning Technology

- On Feb 24 the department hosted a well-attended ePortfolio keynote and panel discussion with ePortfolio expert Tracy Penny Light, Executive Director of the Centre for Student Engagement and Learning Innovation, Thompson Rivers University and KPU faculty engaged in ePortfolio implementation projects. The session generated lively conversation and many questions that we hope to explore further through institution-wide conversations and follow up workshops this spring.

KPU International

- On Mar 4, seven students and one faculty member from the Faculty of Health travelled to Thailand to take part in a four week program designed by KPU's partner Mahasarakham University (MSU).
- As mentioned earlier in this report four students from the Institute for Sustainable Horticulture flew down to KPU's partner university, Sancti Spiritus, in Cuba, to begin research on plant systems. The students will work alongside students and professors at the partner institution, while studying Spanish part-time as well. As part of the journey, students take bicycles down with them, use them for transportation while there, but then donate them to others in need before departing back to Canada.
- *Amazon field school update:* On Feb 1, the World Health Organization (WHO) declared a Public Health Emergency of International Concern (PHEIC), following recent clusters of microcephaly cases and other neurological disorders in Latin America associated with the Zika virus. This is the highest alert the WHO can invoke. As a result and in the interests of ensuring the safety and well-being of students and faculty, KPU canceled any plans to host our popular and successful Amazon Field School until such a time as the WHO declares a change to the emergency status of their advisory.

Submitted by
Dr. Salvador Ferreras,
Provost & Vice President, Academic



Marketing and Recruitment Dashboard

March 2016

Domestic Applications

Domestic Applications for Summer 2016, as of February 19, 2016

2015 SUMMER	2016 SUMMER	31%	
530	693		

Website

Overall year-over-year web traffic

2014	2015	3%	
12,301,112	12,675,515		

Online Advertising

Results from 2015

Google Adwords

IMPRESSIONS	CLICKS
9,976,708	47,230

YouTube

IMPRESSIONS	CLICKS
1,940,891	44,465

Retargeted Ads

IMPRESSIONS	CLICKS
2,931,474	5,273

Social Media

Traffic from social media

2014	2015	8%	
38,457	41,843		

Facebook Followers

SEPT 1	CURRENT	8%	
5,395	5,869		

Twitter Followers

SEPT 1	CURRENT	4%	
4,524	4,726		

Instagram Followers

SEPT 1	CURRENT	37%	
879	1,401		

Marketing & Recruitment *cont'd*

Communications

Discovery Day

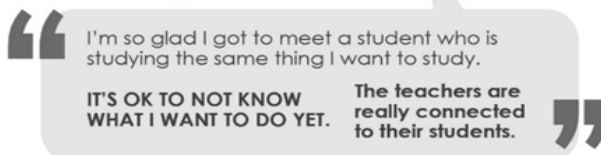
A unique opportunity for high school students, grade 10-12, to discover what's it like to be a KPU student for a day.

Students attend a mock class, try hands-on activities, go on a campus tour, meet with current students and instructors etc.

Total Attendees

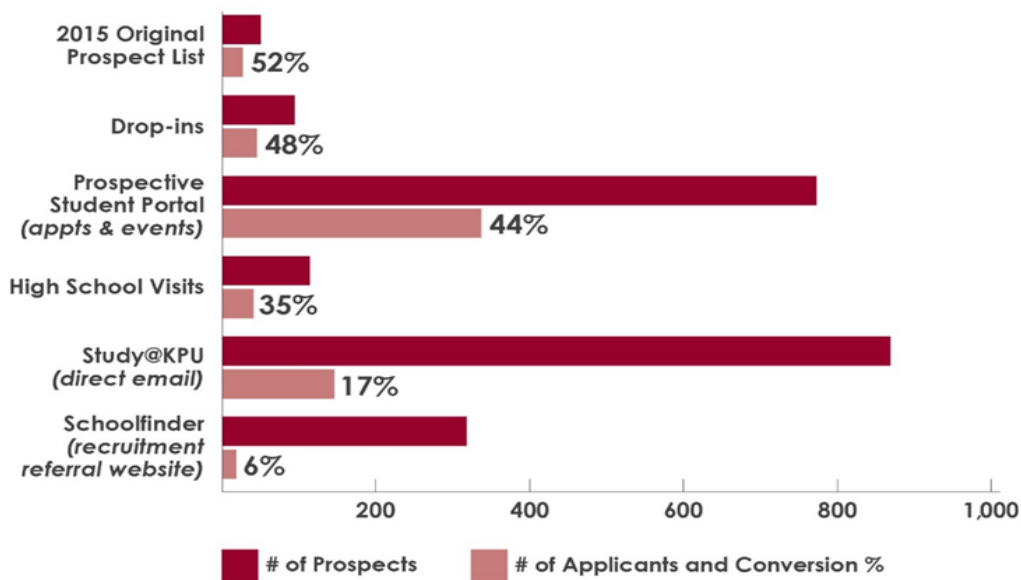
KPU LANGLEY	KPU RICHMOND	KPU SURREY
22	24	32

Notable quotes!



CRM

Launched in October 2015, KPU's CRM (Customer Relationship Management) database has been tracking prospective student conversion rates and results are as follows:



Prospects who have been in our system since October 2015 and have applied to any term in 2016 (Spring, Summer, Fall).

Marketing and Recruitment

KPU Open House March 5, 2016: Our annual KPU Open House took place on Surrey campus on March 5. The sun-filled day brought out prospective students, friends, parents and family members who took part in a variety of hands on activities, engaging presentations, campus tours entertainment and displays from all faculties.

KPU students, staff, faculty and administrators were instrumental in ensuring the success of open house. The dedication to KPU and the energy and passion for showcasing all we have to offer is something we should be proud of.

Open House is the largest on-campus affair with over 1200 guests attending this year...the highest number in the 8 years we have held the event.

Submitted by:

Joanne Saunders,

Executive Director, Marketing & Recruitment

Office of External Affairs

During the first two months of 2016, External Affairs updated its media monitoring and analytics tools, enabling the university to view in greater detail KPU's reach in the communities we serve.

KPU is also nearing completion of the university's first Directory of Experts, which will leverage media influence through expert faculty members who are able to speak authoritatively on a range of newsworthy topics.

EVENTS ATTENDED

- Richmond Multicultural Community Services – CCT quarterly meeting.
- Richmond Multicultural Community Services – employment subcommittee meeting.
- Canadian Race Relations Foundation's Living Together Symposium (KPU was a table facilitator).
- Richmond Chamber of Commerce annual state of the city luncheon with Mayor Malcolm Brodie.
- Provincial post-budget forum with Mike de Jong hosted by Richmond Chamber of Commerce (attended by Marlyn Graziano and Jon Harding).
- Richmond Sunset Rotary Club Winter Wonderland sponsor dinner (attended by Fergal Callaghan and Michael Adams, faculty in physics and chem, respectively).
- South Surrey White Rock Chamber of Commerce Business Excellence Awards, at which Marlyn Graziano was named a finalist.
- Richmond Education Week celebrity scientist (two additional Ed Week events, under sponsorship by External Affairs, were attended by staff from Marketing and Recruitment).
- CPRS Multicultural Media Speaker Series.
- Vancouver Board of Trade CYP Success Series event.
- Delta Chamber of Commerce luncheon featuring Carla Qualtrough, federal minister for sport and persons with disabilities.
- City Centre 2 groundbreaking, with Premier Christy Clark and Surrey Mayor Linda Hepner.

EVENTS HOSTED

- Federal pre-budget consultation at KPU Surrey with local MPs.
- Media announcement for new Rogers SportsNet gift to journalism program.
- Visit to KPU Langley by Advanced Education Minister Andrew Wilkinson.

ONGOING COMMUNICATION FOR THESE UNIVERSITY INITIATIVES

- Urgent Student Communication Initiatives Project.
- See Something, Say Something.
- New@KPU employee newsletter.

- KPU in the News Monday reports.
- Athletics & Recreation task force report and recommendations.
- The Show.

OTHER

- KPU Directory of Experts nearing finalization.
- Alumni newsletter content and distribution.
- KPU Activities and Events committee administration.
- Communications and External Relations support around filming on campus.

KPU MEDIA COVERAGE – JAN 1 TO FEB 29, 2016

KPU started the year off strong with positive coverage of KPU's students, faculty, alumni and programs. Multiple requests for KPU experts were fielded, and to this end, the Communications team is currently in the final stages of developing the university's first Directory of Experts to better facilitate such requests, and to highlight the research and expertise of KPU's faculty.

A five-segment series organized by the Communications team ran on Joytv's Fraser Focus, and featured KPU alumni, and their contributions to the university community.

KPU distributed a total of 27 news releases and media advisories:

- January: 11 news releases
- February: 16 news releases

Coverage was received on more than 331 occasions:

- January: 209 mentions
- February: 122 mentions

The following is a list of KPU news releases that generated media attention and coverage. This does not represent the number of times each story was picked up, as many were picked up several times:

- Feb 25—New Partnership takes design to one of the world's best destinations.
- Feb 24—KPU alum organizes Pink Shirt Day flash mob. A study in fun: KPU's Surrey Open House is back March 5
- Feb 23—KDocs reeled in record crowds at second-annual festival.
- Feb 18—TELUS Vancouver Community Board supports digital literacy mentorship at KPU.
- Feb 17—Two days of docs and discussion this weekend.
- Feb 16—Day of Percussion hits Langley this weekend.
- Feb 15—Celebrating International Mother Language Day in Surrey.
- Feb 11—KPU leads B.C. in open textbook adoption.
- Feb 10—One Billion Rising Revolution event in Delta.
- Feb 9—Grammy-winning musician headlines Fraser Valley

Office of External Affairs *cont'd*

- guitar festival. Beer Canada establishes award for KPU brewing students.
- Feb 1—Don't panic: the age of anxiety and its effects on society.
- Jan 27—Google talks design at KPU Richmond.
- Jan 25—Sneak peek at B.C.'s biggest student fashion show.
- Jan 19—Take two: KDocs is back with two-day documentary film festival.
- Jan 18—Community book club launched with KPU Reads.
- Jan 11—KPU music students impressed local, regional, national audiences in 2015.
- Jan 8—Major Sportsnet gift a big win for KPU students.
- Jan 6—Vancouver startup gets business boost from Coast Capital Savings.
- Jan 4—New one-man act playfully reflects on body image, psychology.

ALUMNI RELATIONS

Events

- Jan 16—Presented alumni relations stats and information about how alumni relations is done at KPU to the KPU Alumni association board of directors at their annual planning session.
- Jan 20—Attended the Fashion and Technology Student-Alumni Event at KPU Richmond hosted by the design faculty. The event has approx. 140 attendees; 29 alumni, plus 3-4 faculty who are also alumni.
- Feb 4—Provided alumni gift basket for world interfaith harmony week event at KPU Richmond.
- Mar 5—Participated in the KPU Surrey Open house to showcase Distinguished Alumni profiles and alumni spoke about their experience at KPU with prospective KPU students and parents.

- Planning and promotion in progress for KPUAA's professional development workshop on March 31 and Student Leadership Awards on April 28.

Activities

- Researched options for alumni –student mentorship program. Put forward a recommendation to the Executive Director, External Affairs and KPU's career services for a KPU-wide mentorship tool.
- Updating the KPU alumni relations Strategic Plan for 2016.
- Made contact with all chapter executive for engagement purposes and invited them to KPUAA's upcoming event. Kwantlen Alumni Symphonic Wind Ensemble (KPU Alumni Music Chapter), Alumni Business Chapter, KPU Marketing Alumni Chapter, Kwantlen Criminology Alumni Chapter and Kwantlen Human Resources Management Alumni Chapter.
- Made contact with select faculty members to promote KPUAA's upcoming event.
- Coordinated the call for nominations for student leadership awards and the alumni awards.
- Hired a new student assistant to assist with alumni data entry and events.

Affinity Programs

Two affinity proposals are completed on behalf of the KPU Alumni Association. Final approval pending from KPU and KPUAA.

Working with the Coast Capital Savings on a marketing and execution plan to meet objectives of the five-year agreement on behalf of KPUAA and exploring alternative services they are interested in providing alumni.

Submitted by:

*Marlyn Graziano, Executive Director, External Affairs
& Executive Director, KPU Alumni Association*

*Fashion & Technology
Student Alumni,
Jan 20, 2016*



Institutional Analysis & Planning

ADDRESSING VISION 2018 STRATEGIC PLAN GOALS

Quality:

Goal: Learner engagement and retention at KPU shows continuous improvement

Strategy: Assess, select, implement, and celebrate learning methodologies and educational delivery options that provide learners with the support within and beyond the classroom to succeed academically, personally, socially, and professionally.

- National Survey of Student Engagement (NSSEE). This survey is in the field. It will provide information to understand the level of student engagement, and assess where KPU stands relative to similar universities. This can help inform how to improve student retention, as engagement is known to be related to retention.

Goal: KPU is a well-managed, integrated, and transparent organization that supports learning

Strategy: Implement an integrated system that aligns institutional planning and supports reporting on goals and priorities.

- Reporting on VISION 2018: updated and expanded the VISION 2018 Performance Report that tracks progress towards achieving KPU's strategic goals.

Strategy: Institutionalize effective quality assurance processes that allow for regular review of all areas of the university.

- Supporting program reviews: Currently providing support to 17 programs (or cluster of related programs) that are undergoing reviews, including 8 reviews that have been launched since September 2015.
- Student appraisals of Instruction: Planning for spring session is underway, with launch of surveys (both online and most in-class) in mid-March.

Strategy: Review and Adjust procedures to ensure efficiency and effectiveness.

- Student appraisals of instruction. For classes where the appraisal is conducted in the classroom, we are moving from paper-based to using tablets to conduct the survey online in the classroom. Pilot testing tablets will continue in spring term, with the expectation of full implementation in summer term.

Relevance:

Goal: KPU's operations support purposeful learner FTE growth of at least 5% annually to meet the educational needs of its region's diverse population:

Expand the distinctiveness and scope of KPU's program offerings to realize its polytechnic university mandate:

- Developed feasibility assessments for the Accounting Post-Bacc Diploma program proposal.

Strategy: Develop a comprehensive strategic enrolment management plan:

- Continue to work with Deans on SEM planning as required
- Developed new dashboards to support campus planning and created the Campus Planning Data report.
- Updated the following dashboards with new data and increased functionality: enrolment, utilization and waitlist, and grade distribution.

ACCOUNTABILITY REPORTING TO GOVERNMENT

- Submitted cohorts for Student Outcomes surveys for Apprentice Student Outcomes (APPSO) and Diploma, Associate Degree, and Certificate Student Outcomes (DACSO). BC Stats conduct these surveys of graduates each year to obtain information on the effectiveness of education programs.

Submitted by:

Lori McElroy,

Executive Director, Institutional Analysis & Planning



Office of Advancement

The Office of Advancement has raised more than \$3 million for the fiscal year 2015/16 and is on pace to exceed last year's fundraising totals.

TRADES AWARDS

On February 10th the Trades Awards were presented at the KPU Cloverdale Campus. More than 100 donors, students, and parents attended the awards ceremony where over \$80,000 was awarded to trades students.

COAST CAPITAL SAVINGS

At a reception on February 25th in the Coast Capital Savings Library, the unveiling of the Coast Capital Savings Youth Entrepreneurial Room was presented. This final piece to the 2008 library naming was preceded by a meeting between Coast Capital Savings and KPU to discuss the potential renewal of the library naming rights and future direction of the partnership. The Coast Capital Savings naming rights to KPU's libraries are scheduled to expire in 2018.

NEW MAJOR GIFTS OVER \$5,000 CONFIRMED SINCE JANUARY 1ST 2016

Donor	Amount
Real Estate Foundation of BC	\$54,740
Coca Cola Refreshments	\$50,000
Miscellaneous Donors	\$41,290
R. Howard Webster Foundation	\$40,000
Scott Plear Studio—gift-in-kind	\$35,000
Rogers Broadcasting (Omni BT) - gift-in-kind	\$21,500
Pacific Newspaper Group—gift-in-kind	\$15,000
Rosstown Farms	\$15,000
TELUS Community Affairs	\$15,000
Fairchild Group	\$13,575
CPA of BC	\$13,000
KenDor Textiles	\$10,500
Chamkaur Cheema	\$10,000
Daniel Bernstein	\$10,000
Donella Chong	\$10,000
Vancouver Foundation	\$9,872
MNP LLP	\$9,703
Kwantlen Student Association	\$9,000
Viterra	\$7,500
P.W. Trenchless Construction Inc.	\$5,000

FASHION SHOW

The Office of Advancement has been soliciting sponsorship for the Chip and Shannon Wilson School of Design Fashion Show, which takes place April 6-7. To date, cash sponsorships and donations amounting to \$47,400 have been secured as well as \$38,400 in in-kind sponsorship.

KPU FOUNDATION GOLF TOURNAMENT

The 6th Annual KPU Foundation Golf Tournament is scheduled for May 18th, 2016 at Northview Golf and Country. The tournament is nearly sold out with only five foursomes remaining. Over \$50,000 in sponsorship revenue has been secured for the golf tournament and we are pace to exceed last year's record year for funds raised by the golf tournament.

Submitted by:

Steve Lewarne,

Executive Director, Office of Advancement

