



Kwantlen University College

Minutes Board Regular Meeting Wednesday 24 January 2001 / Surrey Board Room

	Board	University College
Present	Navnit Shah (Chair)	Linda Coyle (Vice President, Ventures & Finance)
	Carolyn Granholm	Derek Francis (Vice President, Educational Services)
	Suzanne Cleaver	Judith McGillivray (Vice President, Education)
	Dave Hayer	Liz McKinlay (Associate Vice President, Human Resources)
	June Laitar	David Ross (Associate Vice President, Advancement & External Affairs)
	Rick McIlveen	Roy Daykin (Director Finance)
	Bill Piket	Sandi Klassen (Executive Assistant)
	Tom Radesh	
	Jacqueline Rice	Guests:
	Kim Richter	Mason Kealy (Director, Student Affairs/ Student Association)
	Kathy Wutke	Doug Fletcher (President / Faculty Association)
	Juliana Yung	Bob Perkins (Vice President Grievances / Faculty Association)
	<i>Ex Officio Members</i>	
	Robin Russell (Chair Education Council)	

Regrets Mark Stephens
Conni Kilfoil

Call to Order The Chair called the meeting to order at 6:18 pm.

Election of Chair & Vice Chair The Chair passed the gavel to the President of the University College, who conducted the election process for the office of Chair of the Board of Governors.

Board of Governors Chair

The President called for nominations for the position of Chair of the Board of Governors. Dave Hayer nominated Navnit Shah. Navnit Shah accepted the nomination. Rick McIlveen nominated Jacqueline Rice. Jacqueline Rice accepted the nomination. Nominations were called three times. After the first ballot vote, a tie was declared. Following the second ballot vote, the President declared Jacqueline Rice Chair of the Board of Governors. The President offered congratulations on behalf of Kwantlen University College.

The President returned the gavel to the new Chair.

Board of Governors Vice Chair

The Board Chair called for nominations for the position of Vice Chair of the Board of Governors. Dave Hayer nominated Navnit Shah, who declined the nomination. June Laitar nominated Carolyn Granholm. Carolyn Granholm accepted the nomination. Nominations were called three times. Hearing no further nominations, the Chair declared Carolyn Granholm Vice Chair of the Board of Governors by acclamation. The Chair offered congratulations on behalf of Kwantlen University College.

Jacqueline Rice thanked Navnit Shah for his leadership over the past year and thanked everyone for their support. Other board members expressed their appreciation to Navnit Shah for all that he had done in the past year.

**Moved by Kim Richter; Seconded by June Laitar:
THAT the ballots be destroyed.**

MOTION CARRIED

Presentation

Program Profile 2001-2002

Skip Triplett noted the following:

- The Program Profile 2001-2002 Presentation was the same presentation that Kwantlen University College recently presented to the Ministry of Advanced Education
- Kwantlen is in a critical stage of growth, with 17% of BC's population growth occurring in Kwantlen's service area, making Kwantlen unique

Judith McGillivray explained:

- The challenges Kwantlen faces and what the Ministry priorities are
- The complexity of students, their diversity and reasons for coming to Kwantlen
- There is an increased demand for skilled employees in the workplace
- The Ministry is committed to access for students, particularly in Nursing, High Tech and Developmental Programs
- This year Kwantlen requested an expansion of degree programs and an expansion of offerings over the entire year
- Kwantlen requires \$1.5 m to maintain status quo
\$2.4 m for infrastructure increases
600 FTE for expansion of degree programs & offerings over the entire year
- The impact of inadequate Ministry increases:
For every \$250,000 shortfall, we will be unable to deliver existing services such as:
 - 6 faculty
 - 48 classes
 - 144 FTE
 - 1440 students

Roy Daykin then spoke to Kwantlen's contractual obligations, which total \$1.4 million.

Derek Francis spoke about services and infrastructure survival. He pointed out:

- We have not increased support staff levels as Kwantlen has expanded
- The result is stretching our human resources to the maximum
- The increased need to build our library collections, so that we can serve our students better and be successful in our application for membership in the Association of Universities and Colleges in Canada (AUCC)

**Confirmation of
Agenda**

The Chair welcomed our guests to the board meeting.

The agenda was confirmed with the following additions:

- 6a. Charitable Status - Roy Daykin
- 6b. Parking Fees - Kim Richter
- 6c. Impact of Energy Costs - Kim Richter
- 6d. Robert's Rules of Order - Kim Richter
- 6e. Program Profile Presentation - Rick McIlveen

**Moved by Navnit Shah; Seconded by June Laitar:
THAT the agenda be accepted as amended.**

MOTION CARRIED

Approval of Minutes

**Moved by Kim Richter; Seconded by Suzanne Cleaver:
THAT the minutes of 22 November 2000 be approved.**

MOTION CARRIED

**Business Arising
and/or New Business**

Charitable Status

**Moved by Dave Hayer; Seconded by Kim Richter:
THAT Kwantlen University College apply for charitable status.**

MOTION CARRIED

Parking Fees

Kim Richter asked what the revenue would be from parking, what the uses of this revenue will be and if allowances for faculty bargaining regarding parking were allowed for in the budget. Derek Francis mentioned that this summer the revenue would be limited, as it will be a transition semester in which all those purchasing parking passes in January 2001 will have their passes extended to 31 August 2001 at no extra cost to them, thus reducing our revenue. Once parking revenue is generated for all three semesters, the anticipated revenue is \$100,000 to \$120,000, based on current parking rates. Derek emphasized that the announcement to the Kwantlen community was sent out in order to give people an opportunity to purchase parking passes at the beginning of January and thereby get maximum value from them. Kwantlen intends to use the parking revenue to pay for increased security, but this is subject to the budget approval process, as are all sources and uses of funds. Derek pointed out that, should parking be part of faculty bargaining, its costs will be included with the total collective agreement costs.

Impact of Energy Costs

Kim Richter asked what Kwantlen would do if the BC Government does not subsidize the increase in energy costs we incurred in 2000-2001. Linda Coyle noted that Kwantlen would have to pay the costs and adjust the budget so it can meet its obligations. This item is part of the entire budgeting process. Skip Triplett mentioned that he will form a President's Budget Advisory Committee to brainstorm creative ways to adjust the budget. He also mentioned that he is publishing a President's Report on 31 January wherein he mentions this committee and that he is taking the Program Profile Presentation 2001-2002 to all four campuses to create awareness of our challenges.

Robert's Rules of Order

Kim Richter presented information regarding a course on Parliamentary Procedure. Sandi will distribute the information to Board Members.

Program Profile Presentation

Moved by Rick McIlveen; Seconded by Kim Richter:

THAT an abbreviated version of the Program Profile 2001-2002 be presented to Municipal Governments, requesting them to write the Ministry in support of increased funding for Kwantlen University College.

MOTION CARRIED

Correspondence

Correspondence from Douglas College was presented to the Board for information.

Committee Reports

Community Contacts

Nothing to report.

Policy Governance

Nothing to report.

Board of Governors / Education Council Joint Meeting

The policy on "Joint Approval" is under review by Education Council.

Post-Secondary Employers' Association

Moved by Rick McIlveen; Seconded by Kim Richter:

THAT Carolyn Granholm is confirmed as the Board of Governors' representative to the Post-Secondary Employers' Association for the year 2001.

MOTION CARRIED

Monitoring Reports

Education Council

Robin Russell reported that Education Council was not comfortable with the Policy on "Joint Approval" between the Board and Education Council. They endorse the spirit of the policy, but prefer to keep the consultation process informal.

It was recommended that the Board of Governors/Education Council Joint Committee develop a policy that delegates the responsibility for individual course approval to the Education Council, with the Board approving programs only. The committee is open to all Board members. A date will be set for the next meeting.

Moved by Rick McIlveen; Seconded by Carolyn Granholm:

THAT Kwantlen University College eliminate the Diploma Exit Option from the Collaborative Nursing Program Curriculum subject to and in concert with the Ministry of Advanced Education, Training and Technology's announcement on the subject.

MOTION CARRIED

Moved by Navnit Shah; Seconded by Carolyn Granholm:

THAT the Board of Governors approve the change to English Admissions Requirements for the GRAD Nurse EAL Program

MOTION CARRIED

**Moved by Rick McIlveen; Seconded by Navnit Shah:
THAT the Prior Learning Assessment (PLA) Policy be revised to state "up to 75% of the credits required for graduation in a recognized program may be obtained through transfer credit and/or PLA."**

MOTION CARRIED

Robin noted that liberal education in degree programs must now be at least 18 credits within certain parameters, giving breadth and depth to the students' education. The new liberal education requirements will allow Interior Design students who are currently completing or have completed the design specific credits to be eligible to complete the Bachelor of Applied Design in Interior Design.

Human Resources

Liz McKinlay presented a report outlining the status of grievances and arbitrations.

Cloverdale Campus Educational Plan

**Moved by Dave Hayer; Seconded by Navnit Shah:
THAT the Board of Governors approve the revised Cloverdale Campus Educational Plan.**

MOTION CARRIED

Draft Executive Summary - Options for Development of Cloverdale Campus

Linda Coyle presented the draft executive summary regarding options for the development of the Cloverdale Campus to the Board for information.

Discussion Paper on University College Legislation

Skip Triplett is forming a committee to discuss possible university college legislation. Members of that committee are the Board Chair, Education Council Chair, Student Association Chair, and the university college President. Board members may submit their thoughts on the legislation to the Board Chair or Education Council Chair.

University Act

The University Act is included for information.

Institutional Review

David Ross gave an update on the Institutional Review, noting that many people have volunteered for the ten committees. There is a strong representation from all parts of Kwantlen. All committees will have faculty members, staff and student representatives.

Board representatives on the Board Committee will be the Board Chair, Jacqueline Rice and June Laitar.

Admissions Policy

Skip Triplett noted that work continues in developing options for the Board's consideration. These options will be brought to the February meeting of the Board.

President's Update

The President's Activities were presented for information.

Skip publicly thanked Navnit Shah for a wonderful year as Chair of the Board. Skip worked closely with Navnit and always found it to be a pleasure. Navnit has been associated with Kwantlen for about 10 years. Skip noted that he admired Navnit's non-confrontational and conciliatory attitude and style.

Minister Cathy McGregor will visit the Newton campus on 29 January, accompanied by Sue Hammell, Joan Smallwood and Penny Priddy.

Skip and Jim Gillis met with Gordon Hogg, the result of which is a spot on the agenda of a meeting organized for Liberal candidates on 10 February. We will have 20 minutes to talk about our Cloverdale campus.

Peter Podovnikoff, President of Delta Heritage Credit Union, has agreed to chair the Kwantlen Foundation Board of Directors for its first year.

Robert Buchan is the new Executive Director of the University College Consortium, replacing Jim Soles. Robert has been active in BC public affairs for about 10 years and is well respected by all parties.

Maxine Mott, Dean / Faculty of Community & Health Studies, is Kwantlen's official representative on the Surrey Social Futures Committee.

Constituency Reports

Student Association (Mason Kealy)

- KSA elections coming up / Nominations open 8 February / Election is March 6,7
- Approved new regulations for their Association
- Tentative voter registration drives will take place on all campuses February 6-9
- Working on setting up a system of absentee voting with Elections BC on each campus, hopefully by the next election

BCGEU

Nothing to report as their representative was not present.

Kwantlen Faculty Association (Bob Perkins for Doug Fletcher)

- Preparing for bargaining
- Noted that good faculty and staff are hard to find and keep, since universities are also looking for good employees.

AECBC Report

Moved by Navnit Shah; Seconded by Kim Richter:

THAT Carolyn Granholm is confirmed as the Board of Governors' representative to the Advanced Education Council of BC for the year 2001.

MOTION CARRIED

Carolyn Granholm reported that AECBC will not be meeting in February, since their President, Peter Jones, is visiting all the institutions to discuss AECBC's role and how well it is serving the needs of its constituents.

Navnit Shah mentioned that he has been appointed by AECBC to the Centre for Education Information Standards and Services Board (CEISS) and that the Ministry has approved this appointment.

**Board Chair's
Report**

Motions Passed by the Board of Governors

As requested, motions made, carried and/or defeated by Kwantlen's Board of Governors at its Regular Meetings since 1994 are included for information.

Board of Governors Self-Evaluation

The Board of Governors Self-Evaluation was distributed for completion and return to Sandi Klassen by 14 February 2001 for tabulation.

Board Dinner for Retirees

Information regarding the Board Dinner to honour recent Board Retirees and Kelly Bentley was distributed, with RSVP to Sandi Klassen by 14 February 2001.

Spring Retreat

A draft agenda for the Board's Spring Retreat was presented for discussion. The Board felt that the proposed agenda was suitable for the Retreat.

ACCC Annual Conference

Information concerning the ACCC Annual Conference was distributed. Those planning to attend must submit their registration forms to Sandi Klassen before 16 March 2001.

Adjournment

The meeting adjourned at 9:20 pm.

CHAIR

VICE PRESIDENT
VENTURES & FINANCE