

Minutes
BOARD REGULAR MEETING
Wednesday 01 March 1995 / Surrey Board Room / 7:00 pm

Present	BOARD	COLLEGE
	Beryl Kirk (Chair)	Gerry Kilcup (President)
	Janet Shauntz (Vice Chair)	Bob Lisson (Vice President Administration)
	Gurbir Gill	Jacqie Thachuk (Vice President Education)
	Lois Peterson	Derek Francis (Vice President
	Wendy Wulff	Educational Services)
	T.N. Foo	John Bowman (Vice President
		Human Resource Development)
		Kelly Bentley (Board Secretary)
Regrets	Harry Bains Amrit Dhaliwal	
Guests	Jim Gillis / New Board Member to be sworn in 15 March 1995 John Slattery / Dean Educational Planning Maureen Shaw / President KCFA Liz McKinlay / Director Human Resources	
Call to Order & Confirmation of Agenda	The Chair called the Meeting to order at 7:10 pm; and welcomed guests. Moved by Wendy Wulff; Seconded by Gurbir Gill: THAT the Agenda be adopted .	
		MOTION CARRIED
Approval of Minutes	Moved by Janet Shauntz; Seconded by T.N. Foo: THAT the Minutes of the Board Regular Meeting held 01 February 1995 be approved for distribution with the following amendment: <i>Strategic Planning Process</i> Last sentence should read <i>"The Board's role is to determine the "Ends" policies that need to be factored into the Strategic Planning Process."</i>	
		MOTION CARRIED
Business Arising	<i>Provincial Degree Program Review Committee</i> The Chair advised that following investigation of the name submitted for consideration as a nominee to membership on the Provincial Degree Program Review Committee, it was decided not to proceed with the nomination.	

Advisory Committees

*** Appreciation Breakfast**

Moved by Wendy Wulff; Seconded by Lois Peterson:

THAT the new Board Members receive an invitation to the Advisory Committee Appreciation Breakfast scheduled for Tuesday 14 March 1995.

MOTION CARRIED

Spring Forum

It was agreed that a Spring Forum for all Advisory Committee Members would be scheduled for May 1995. The purpose of the forum will be an opportunity for all Advisory Committee Members to participate in a variety of workshops; meet other committee members and discuss specific topics such as "are Community needs being met". An invitation will be extended at the 14 March Appreciation Breakfast and mailed to all members requesting input for the agenda. Faculty, Students, and Board Members are welcome.

Ad Hoc Committee on Policy Governance

The Board requested the President to inquire if Randy Bruce, Dean / Applied Technology would continue to facilitate the Policy Governance Workshops. The Board Secretary will poll all Board Members to determine a suitable date; suggested dates are Tuesday 21 March or Wednesday 22 March 1995.

Discussion / Approval

Statement of Guidelines for Serving as College & Institute Members of Boards

Moved by Janet Shauntz; Seconded by Lois Peterson:

THAT the "Code of Conduct" as outlined in the Statement of Guidelines for Serving as College & Institute Members of the Board be adopted as a Kwantlen University College By-Law.

MOTION CARRIED

Moved by Lois Peterson; Seconded by Wendy Wulff:

THAT the "Conflict of Interest" as outlined in the Statement of Guidelines for Serving as College & Institute Members of the Board be adopted as a Kwantlen University College By-Law.

MOTION CARRIED

Moved by Lois Peterson; Seconded by Gurbir Gill:

THAT the "Oath of Office" as outlined in the Statement of Guidelines for Serving as College & Institute Members of the Board be adopted as a Kwantlen University College By-Law.

MOTION CARRIED

The Board Secretary will prepare the "Code of Conduct", the "Conflict of Interest", and the "Oath of Office" By-Laws for submission to the Ministry of Skills, Training & Labour for endorsement.

The proposed Agenda for the Welcome to New Board Members evening scheduled for Wednesday 15 March was adopted with the following amendment:

Item No. 4 "Role & Function of the Board" will be facilitated by all current Board Members present for the evening.

**Discussion
/ Action**

Meetings with Board of other University Colleges

The Board Chair will contact the Board Chairs of Fraser Valley University College and Malaspina University College to propose an information sharing session. It was suggested that a meeting be arranged with Malaspina in Victoria during the ACCC Conference in June.

Status Reports

Strategic Planning Process

The Vice President / Human Resource Development outlined the five major themes/categories within the Strategic Planning Process that are possible outcomes/implementation objectives to the Mission & Values Statements as approved by the Board. These are:

- Student Recruitment and Admissions
- Curriculum and Program Development
- Student Learning and Instructional Delivery
- External Community Relations
- Human Resource Development

The development of the Process will be communicated, in draft, to the College Community, the Education Council and the Board of Governors. The objectives will be refined for review at the next Board Meeting.

Internal Degree Granting Process / Surrey Phase II

The Vice President / Education introduced John Slattery, Dean / Educational Planning, who reviewed the "State of Educational Planning for Surrey Phase II" dated 22 February 1995. This document is the substance of a discussion paper that will be developed through a series of Internal Information Forums as follows:

- Tuesday 16 March and Monday 24 April
4:00 pm to 6:00 pm / D128 / Surrey Campus
- Monday 03 April and Wednesday 05 April
4:00 pm to 6:00 pm / Boardroom / Richmond Campus
- Thursday 27 April
4:00 pm to 6:00 pm / Room 1540 / Langley Campus

T.N. Foo proposed an internal accreditation process involving a panel consisting of Faculty Members of other disciplines and of related fields in order to ensure the curriculum meets the required criteria. This would be carried out prior to submission to the Education Council for review.

The Board will develop an "Ends" Policy on the allocation of resources to meet community needs.

It was agreed that the following would be a topic for future Board discussion: *"What constitutes Liberal Education today?"*.

Checklist for Indicators of Cultural Competence

Various groups, such as the Management Committee and ECCO are completing the Checklist for Indicators of Cultural Competence with the intent to compile the information and incorporate into Strategic Planning. The Chair referred to the yellow document entitled "March is Diversity Month at Kwantlen University College" outlining the activities scheduled for the month.

Board & Education Council Election Results

The President reviewed the results advising that the first meeting of the Education Council is planned for Monday 13 March 1995. The President will provide facilitation for the commencement of the meeting in order to move through the Election process.

Workforce 2000 / League for Innovations Conference

The President reviewed his and Randy Bruce / Dean Applied Technology attendance at this Conference. The program was organized around seven content tracks:

- ✧ Workplace Literacy
- ✧ School-to-Work Apprenticeship Programs
- ✧ Tech-Prep
- ✧ Model Partnerships
- ✧ Continuous Quality Improvement
- ✧ Workplace Skills Standards and Certification
- ✧ Contract Training

AECBC Leadership Development Committee

The President, as a member of this AECBC Committee, advised the Board that the Committee is presently working to develop a proposal to submit to AECBC regarding the issue of leadership and succession planning.

AECBC Mandate Committee

The President advised that he has accepted the position of Chair of this AECBC Committee. The purpose of the Committee is the develop a mandate statement for University Colleges. The Committee Membership is comprised of Board Members and Chief Executive Officers.

Cloverdale Update

The President advised that the Planning Council Membership is currently under development.

**President's
Monitoring
Report**

Enrolment / Spring Semester

The Vice President / Educational Services reviewed the detailed report advising that the Enrolment Management Committee is addressing the retention issue.

**Report of
Board AECBC
Representative**

Beryl Kirk advised that the dates for the AECBC New Member Orientation Session have been changed to Friday 28 April and Saturday 29 April at the Delta Vancouver Airport Hotel in Richmond. She will request an agenda from AECBC and circulate to Board Members. Those wishing to attend, please advise the Board Secretary.

**Report of
Board Chair**

The 1995 ACCC Conference "Strategic Alliances" is scheduled for 04 to 06 June in Victoria. Board Members attending are requested to have registration information completed and returned to the Board Secretary before 31 March.

**Meeting
Evaluation**

The Board Chair requested the Meeting Evaluation be completed and returned to the Board Secretary.

Information

The Board Chair referred to the Information Package requesting Board Members to take special note of the College Upcoming Events / Activities.

Next Meeting

Next Meeting of the Board is set for Wednesday 29 March commencing at 5:30 pm; this will be the first meeting with new Board Members in attendance.

Adjournment

There being no further business, the meeting adjourned at 9:05 pm.

CHAIR

VICE PRESIDENT
ADMINISTRATION

<i>Our Mission:</i> <i>We create quality, life-long learning opportunities for people to achieve personal, social and career success.</i>
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