

MINUTES
BOARD REGULAR MEETING
Wednesday 23 June 1999 / Surrey Board Room

	BOARD	UNIVERSITY COLLEGE
Present	Richard McIlveen (Chair) Navnit Shah (Vice Chair) Janet Shauntz Carolyn Granholm Tim Glatley Nancy Clegg Juliana Yung Christopher Golden June Laitar T.N. Foo Harry Bains Lois Peterson Gurbir Gill	Bob Lisson (Vice President / Administration) Derek Francis (Vice President / Educational Services) Judith McGillivray (Vice President / Education) Liz McKinlay (Executive Director / Human Resources) Kelly Bentley (Board Assistant) Murray McDonald / Horticulture Technician (for Chair / BCGEU) Alexandra Richmond / Vice President Negotiations, Faculty Association (for President / Faculty Association)
	<i>Ex Officio Members</i> Jim Gunson (Chair / Education Council) Skip Triplett (President)	
Regrets	David Marvuglia	
Guests	Frank Barr, Assistant Auditor General / Office of the Auditor General of BC Hemendra Shah, Audit Manager / Office of the Auditor General of BC Greg Alstad, Comptroller / Kwantlen University College Robin Russell, English Instructor & Vice Chair / Education Council Adrienne Olnick, Research Officer Bob Perkins, Vice President Grievances / Faculty Association Priscilla Bollo / Dean, Faculty of Humanities John Slattery / Dean, Educational Planning	
Call to Order	The Chair called the Meeting to order at 6:00 pm.	
Confirmation of Agenda	The Agenda was accepted as published.	
Presentations	<ul style="list-style-type: none"> Draft 1998/1999 Audited Financial Statements The Assistant Auditor General advised the Board of Governors that the audit of the University College's financial statements for the year ended 31 March 1999 was "clean" and there are no concerns. The Audit Manager commented on the 1999 Financial Statements advising that there were no changes in significant accounting policies used by the University College in preparing its financial statements; there were no significant accounting adjustments resulting from the audit and no disagreements with management regarding the use of accounting estimates. A formal management letter will be issued to the University College. 	

The Comptroller then reviewed the “Statement of Financial Position”, the “Statement of Changes in Net Assets”; the “Statement of Operations”; and the “Statement of Changes in Financial Position” for the year ended 31 March 1999 along with the attached notes.

Subsequent to discussion, the following motion was put forward:

**Moved by Janet Shauntz; Seconded by June Laitar:
THAT the Draft 1998/1999 Audited Financial Statements for the year ended 31 March 1999 be approved.**

MOTION CARRIED

- **English Prerequisites**

The Vice President Education introduced Robin Russell, English Instructor and Vice Chair of the Education Council and Adrienne Olnick, Research Officer, who, in turn related an historical overview and review of the research data collected regarding the proposed prerequisite changes for English 0099, 1100, 1110.

Following an extended discussion, the Board requested the following additional information be presented at the August 25th Meeting of the Board:

- What is the distribution, across the campuses, of the students who receive less than a “C” in English 1100 and 1110?
- What is the number of students in each of the campus areas who receive a “C+” or a “C” in English 12?
- The “C” and “C+” in English 12 to be differentiated and not grouped together in providing information in English 1100 and 1110.
- The success rates in similar courses where institutions are using Entry Placement Tests.
- The overall withdrawal picture for programs in academic areas.

**Approval of
Minutes**

**Moved by Tim Glatley; Seconded by Navnit Shah:
THAT the Minutes of the Regular Meeting held 28 April 1999 be approved.**

MOTION CARRIED

**Moved by Navnit Shah; Seconded by Carolyn Granholm:
THAT the Minutes of the Incamera Meeting held 28 April 1999 be approved.**

MOTION CARRIED

**Moved by Janet Shauntz; Seconded by Christopher Golden:
THAT the Notes of the Regular Meeting held 26 May 1999 be accepted.**

MOTION CARRIED

**Business
Arising**

- **Ratification of the 1999/2000 Revenue & Expenditure Plan**

The Vice President Administration, advised that, as instructed by the Board of Governors at the May Meeting, a telephone poll was conducted of Board Members not in attendance at the May Meeting. Those members approved the Revenue & Expenditure Plan with the exception of two members who were unavailable.

Therefore, the following motion was put forward:

**Moved by Christopher Golden; Seconded by Nancy Clegg:
THAT the 1999/2000 Revenue & Expenditure Plan be ratified.**

MOTION CARRIED

- **Joint Board of Governors / Education Council Committee on Policy**

Moved by Lois Peterson; Seconded by Janet Shauntz:

THAT the Board of Governors adopt the Mandate and Terms of Reference as outlined for the formation of a Joint Board of Governors & Education Council Committee on Policy.

MOTION CARRIED

It was agreed that Nancy Clegg would be the Board representative to the Joint Committee and that the Committee will report its final recommendations to the Board for approval at the January 2000 meeting.

Correspondence

- submitted as information only / no further action required

Committee Reports

Community Contacts / No Report

Fund Raising / No Report

Policy Governance / No Report

Post-Secondary Employers' Association

Navnit Shah reported that the Post-Secondary Employers' Association held their Annual General Meeting on Thursday 17th June. At that time, Linda Holmes, President of Langara College was elected to the position of President of PSEA.

Monitoring Reports

Education Council / 03 May 1999 Meeting

- **Course Outline Approval**

Moved by Christopher Golden; Seconded by Tim Glatley:

THAT the Board of Governors approve the following courses:

ENTR 3160 Information Technology for Business
EQUA 1180 Entrepreneurial Skills in the Equine Industry
EQUA 1135 Structure and Function – The Spine and Pelvic Limb
FASN 2100 Fashion Design I
FASN 2200 Fashion Design and Drawing II
FASN 3200 Production Development
FASN 4100 Line and Portfolio Development
GEOG 2390 Geographic Information and Data Analysis
HRTA 1323 Residential Garden Design
HRTA 1324 Garden Design – A Modern Approach
ANTH 1265 Culture, Health and Healing

MOTION CARRIED

Education Council / 07 June 1999 Meeting

- **Course Outline Approval**

Moved by Janet Shauntz; Seconded by Lois Peterson:

THAT the Board of Governors approve the following courses:

HRTT 1222 Landscape Maintenance and Estimating
MRKT 1236 Entrepreneurship in Horticulture

MOTION CARRIED

On behalf of the Board of Governors, the Board Chair congratulated Jim Gunson on his re-election to the position of Chair of the Education Council; congratulated Robin Russell as Vice Chair and Wayne Jeffrey as Member at-Large.

President's Report

- **Cloverdale**

The Vice President Administration advised the Board that a meeting is scheduled for the 7th of July in Victoria with the Ministry of Advanced Education, Training & Technology and the Ministry of Finance to discuss the Cloverdale Proposal as approved by the Board. The City of Surrey is very supportive of the proposal and the Vice President advised that he has been receiving inquiries from the business sector.

- **Official Opening of Surrey Phase II**

The Official Opening of Surrey Phase II is scheduled for Friday 24th September commencing at approximately 10:00 am. Kwantlen First Nations have been invited, and accepted, to conduct an opening event in the Aboriginal Tradition.

- **Human Resources Report**

The Executive Director of Human Resources advised that the Provincial Support Staff negotiations will continue the week of the 28th of June and the week of the 12th July.

- **President's Update**

The President commented as follows:

- during the ACCC Conference in Quebec City, Kwantlen received recognition as an internally respected institution. Over 70 countries were in attendance;
- Gordon Lee has volunteered to Chair the United Way Employee Campaign and the President will act as Chair of the College Division, replacing Brian Gillespie, President of BCIT;
- three finalists are being interviewed for the position of Vice President Administration;
- the position of Executive Director of Marketing & Development has been re-instated as a one-year secondment.

The President advised that plans for the following three initiatives are underway:

1. President's Personal Advisors
2. President's Campus Tours
3. Speaking Engagements

Constituency Report

Student Association / No Report

BCGEU / Murray McDonald

- referred to an article included in the Support Staff Bargaining Bulletin No. 4

Faculty Association / Alexandra Richmond

- at the CIEA Convention in Castlegar, Maureen Shaw was elected to the position of President

**AECBC
Report**

The AECBC Conference & Annual General Meeting was held 17th to 19th June; at the AGM on Saturday, Navnit Shah was elected to the position of Treasurer for AECBC. The 2000 AGM & Conference will be held in Nelson, BC; hosted by Selkirk College.

The ACCT Conference was held at Lake Tahoe and was very well represented by the Pacific Region.

**Board Chair's
Report**

- a Fall Orientation Session will be held for New Members and any other members who wish to attend; date to be determined
- a two-day retreat will be planned for either the weekend of the 15th & 16th or the 22nd & 23rd of January 2000.
- a recognition dinner is planned for September at Coyote Creek for retiring Board Members, retiring Administration and new Board Members; date to be determined
- ACCT Annual General Meeting is planned for October in Atlanta, Georgia; Navnit Shah will attend on behalf of Kwantlen University College

The Board Chair thanked the retiring Board Members for their years of service to Kwantlen University College.

Next Meeting

Wednesday 25 August 1999 / Surrey Board Room
/ 5:30 pm Dinner; 6:00 pm Meeting

Adjournment

The meeting adjourned at 8:45 pm.

CHAIR

VICE PRESIDENT
ADMINISTRATION

Our Mission:

We create quality, life-long learning opportunities for people to achieve personal, social and career success.