



Present

Board

Ken Hahn / Chair
Tana Plewes / Vice Chair
Kim Richter
Arvinder Bubber
Tom Radesh
Kathleen Casprowitz
David Takahashi
June Laitar
Juliana Yung

Ex-Officio:

Skip Triplett / President
Robin Russell / Chair,
Education Council

University College

David Ross / Vice President, Financial
Resources & Market Development
Judith McGillivray / Vice President,
Learning
Linda Coyle / Vice President, Ventures
Liz McKinlay / Associate Vice President,
Human Resources
Gordon Lee / Dean, School of Business
Roy Daykin / Director, Finance
Sandi Klassen / Executive Assistant

Guests:

Robert Ball / BCGEU
Nancy Clegg / President, KFA
Penney Grylls / Executive Assistant, VP
Learner Support
Lornell Ridley / Director of Development
Anita Kranz / Admissions, Registration
Coordinator
Sharon Conboy / Manager, Budget &
Payroll Services
Michelle Lock / Manager, Enrolment &
Financial Information
Greg Alstad / Manager, Accounting
Services
Peter Chevrier / Manager, Communications
Marge Damon / IDDS Instructor
Terri Van Steinberg / KFA VP
Negotiations

Regrets

Brook Walker
Steve Lee
Tony Yurkovich

Call to Order

The Chair called the meeting to order at 6:00 pm and welcomed the guests.

**Special
Presentation**

The Chair thanked Robin Russell for her contributions to the Board of
Governors as Chair of the Education Council and presented Ms. Russell
with a plaque and commemorative gift.

**Confirmation of
Agenda**

Moved by David Takahashi ; seconded by Kim Richter:
THAT the agenda be confirmed.

MOTION CARRIED

**Previous Meeting
Evaluation**

The Chair highlighted two items from the evaluation:

- that the Board evaluate the effectiveness of all the committees periodically
- that the Board receiving training in the Carver model of governance

Consent Agenda

The following items were moved from the Consent Agenda to Agenda Item Number 11:

- c. 2002/2003 Minor Capital Budget
- d. 2002/2003 Operating Capital Budget

**Moved by Arvinder Bubber; seconded by Kim Richter:
THAT the Consent Agenda be approved.**

MOTION CARRIED

Items Approved under the Consent Agenda:

1. Minutes of the Board Regular Meeting dated 15 May 2002
2. Minutes of the Board Incamera Meeting dated 15 May 2002.

Items Received for Information under the Consent Agenda:

1. Human Resources Report
2. Promotion and Publicity Report
3. President's Activities
4. Correspondence
5. Kwantlen Foundation Report

**Business Arising /
New Business**

Proposed Education Plan, Newton Campus Replacement

Judith McGillivray noted that this is a proposal for re-locating programs currently at the Newton campus to the Surrey and Langley campuses. All trades will re-locate to the Langley campus, where the Trades already exist. A purpose-built space is required. Technology programs will re-locate to the Surrey campus. Ms. McGillivray has consulted widely internally and externally in the development of this proposal.

**Moved by Arvinder Bubber; seconded by Kathleen Casprowitz:
THAT the Proposed Education Plan for the Newton Replacement
Campus be received by the Board of Governors.**

MOTION CARRIED

At the request of the Chair, agenda item number 11, Items Removed from the Consent Agenda, will be moved to agenda item number 6, Business Arising and/or New Business.

Audited 2001/2002 Financial Statements

**Moved by Kathleen Casprowitz; seconded by Tana Plewes:
THAT the Audited Financial Statements of Kwantlen University College
for the year ending 31 March 2002 be approved.**

MOTION CARRIED

Audited 2001/2002 Enrollment Report

**Moved by Kathleen Casprowitz; seconded by Arvinder Bubber:
THAT the Audited Enrollment Report of Kwantlen University College
for the year ending 31 March 2002 be approved.**

MOTION CARRIED

2002/2003 Minor Capital Budget

**Moved by Kathleen Casprowitz; seconded by June Laitar:
THAT the 2002/2003 Minor Capital Budget be approved.**

MOTION CARRIED

2002/2003 Operating Capital Budget

**Moved by Kathleen Casprowitz; seconded by Tana Plewes:
THAT the 2002/2003 Operating Capital Budget be approved.**

MOTION CARRIED

President's Monitoring Report

Application Status Update

Penney Grylls reported that applications are level with last year at this time. The payment due date, August 21, will reveal the number of students that actually will attend Kwantlen in the fall.

David Ross pointed out an advertising piece sent to all applicants. A phoning campaign to all applicants is in progress and proving to be very effective.

President's Update

Skip Triplett mentioned the value of contacts made at the ACCC Conference recently. Strategic planning has commenced with senior administration and is continuing with the deans. A draft strategic directions document will be brought to the Board for the August meeting.

Recess

The Chair called a five minute recess and passed the gavel to Tana Plewes, Vice Chair at 7:29 pm. The meeting reconvened at 7:42 pm.

Board Committees Finance Committee / Kathleen Casprowitz, Chair

Terms of Reference

The Finance Committee presented their draft Terms of Reference for discussion and approval. After much discussion, with some amendments, the following motion was put forward:

**Moved by Arvinder Bubber; seconded by Juliana Yung:
THAT the Finance Committee Terms of Reference be approved as amended.**

**MOTION CARRIED
Kim Richter Opposed**

Appointment of Finance Committee Members

The Board Chair will proceed to appoint Finance Committee members under the approved Terms of Reference, as requested by the existing Finance Committee

Policy Governance Committee / David Takahashi, Chair

David Takahashi mentioned several items for this committee's consideration. Committee members are Tom Radesh, June Laitar, Juliana Yung, David Takahashi and Judith McGillivray. At their first meeting, the committee will decide their priorities.

Next Meeting of Policy Governance Committee

Wednesday 04 September 2002 / 3:00 – 5:00 pm / Surrey Campus Board Room

**Post-Secondary
Employers'
Association**

Liz McKinlay reported that at the Annual General Meeting of PSEA, Dale Dorn, President of Vancouver Community College, was elected the new president of PSEA. PSEA officially notified Kwantlen University College that there will not be a common table for this round of bargaining.

**Monitoring
Reports**

Education Council / Robin Russell, Chair

Letter of Intent for Adventure Tourism Certificate

**Moved by Kim Richter; seconded by Juliana Yung:
THAT the Board of Governors approve the Letter of Intent for the Adventure Tourism Certificate**

MOTION CARRIED

Graphic Design for Marketing Degree Proposal

**Moved by Juliana Yung; seconded by Kim Richter:
THAT the Board of Governors approve the Graphic Design for
Marketing (GDMA) Degree Proposal.**

MOTION CARRIED

Ms. Russell noted that the new executive officers for the Education Council are Dana Goedbloed, Chair; Jack Finnbogason, Vice Chair; Darren Gallagher, Member-At-Large.

Constituency Reports

Kwantlen Student Association / Nothing to report

BCGEU / Robert Ball

- The BCGEU expressed appreciation to Human Resources for the creativeness exercised during the workplace reductions. The process was quite smooth considering the magnitude of the budget reduction.
- The copy centres are still a contentious issue. It is hoped that the re-design will work efficiently by the end of August.

Kwantlen Faculty Association / Nancy Clegg, President

- The KFA's issue that was distributed highlights many meetings and various external organizations to which KFA members have been elected.
- The elimination of the copy clerk positions is a pressing issue. Ms. Clegg outlined the struggles facing faculty members.

Board Chair's Report

ACCT Surveys

The Chair reminded Board Members to submit their completed ACCT Surveys to Sandi Klassen.

Meeting Evaluation

The Board Members filled out their evaluation forms and returned them to the Executive Assistant.

Adjournment

The meeting adjourned at 9:02 pm.

CHAIR

VICE PRESIDENT Financial Resources