



Present

Board

Arvinder Bubber / Chair
David Takahashi
Kim Richter
Ken Hahn
Rob Edger
Steve Lee
Tom Radesh
Tana Plewes
George Melville

Ex-Officio

Skip Triplett / President
Dana Goedbloed / Chair,
Education Council

:

University College Vice Presidents

Jack Finnbogason / Acting Vice President,
Learning & Provost
Derek Francis / Vice President, Learner
Support
David Ross / Vice President, Financial
Resources & Market Development

University College Community Members

Gordon Lee / Associate Vice President,
Strategic Services
Linda Heska / Acting Associate Vice President,
Human Resources
Roy Daykin / Director, Finance
Sandi Klassen / Executive Administrator
Nancy Clegg / President, Kwantlen Faculty Assn.
Maureen Berry / Chair, BCGEU
Peter Chevrier / Director, Marketing &
Communications
Arlene Whiffin / Public Information Officer
Zena Dyck / Public Information Officer
Geoff Lyster / Legal Counsel, Fasken Martineau
Dumoulin
Rob Fleming / Dean, Faculty of Humanities
Jody Gordon / Registrar
Josh Mitchell / Associate Registrar
Randy Plewes

Regrets:

Kathleen Casprowitz /
Vice Chair
Tung Chan

Presentation

Kwantlen's Alumni Program

Peter Chevrier, Director of Marketing & Communication, brought the Board up-to-date on the development of Kwantlen's Alumni Network. A Board Member suggested broadening the definition of alumni and Mr. Chevrier will look into it. An Alumni Network is being developed at this point, with a possible Alumni Association in the future. The idea is to build successes with the Alumni Counsel and activities they plan. There are 23,000 Kwantlen. Modern technology is being employed to reach out to the alumni, with good success.

Call to Order

The Chair called the meeting to order at 6:24 pm and welcomed the guests. The Chair also expressed the Board's thanks to Tana Plewes for her years of service on the Board.

Commitment to Participate Most Board Members indicated they were prepared to participate fully in the Board meeting.

Confirmation of Agenda Moved by Tom Radesh; seconded by Ken Hahn:
THAT the agenda be approved with the following addition:
9 c i. President's Update (including enrollment update)
MOTION CARRIED

Consent Agenda Moved by Ken Hahn; seconded by David Takahashi:
THAT the Consent Agenda be approved.
MOTION CARRIED

Items approved under the Consent Agenda:

- a. Regular Meeting Minutes dated 16 June 2004

Education Council The Board Chair congratulated Dana Goedbloed on her re-election as Education Council Chair.

It was noted that Kwantlen University College is assuming its full mandate with the approval of Bachelor of Arts degrees. This is a historical moment, with the university college arriving at its full maturity.

Moved by Steve Lee; seconded by Tana Plewes:
THAT the Board of Governors approves the full program proposal for a B.A., Major in Criminology degree.
MOTION CARRIED

Moved by Ken Hahn; seconded by Tom Radesh:
THAT the Board of Governors approves the full program proposal for a B.A., Major in General Studies degree.
MOTION CARRIED

Moved by Tana Plewes; seconded by Rob Edger:
THAT the Board of Governors approves the full program proposal for a B.A., Major in Psychology degree.
MOTION CARRIED

Moved by Steve Lee; seconded by Tom Radesh:
THAT the Board of Governors approves the full program proposal for a B.A., Double Minor degree.
MOTION CARRIED

Board Representative

At the June 2004 Board meeting, Board Members suggested rotational representation on Education Council. After checking current Bylaws and Board Policies, Policy 1.8, *Board Relationship with Education Council and the Kwantlen Foundation* states that only one Board Member may be appointed annually to the Education Council. Rotational representation conflicts with this policy.

Moved by Ken Hahn; seconded by Tana Plewes:

THAT the Board of Governors amends Policy 1.8, *Board Relationship with Education Council and the Kwantlen Foundation* to read as follows:

“The Board may either appoint, annually, one person to be a non-voting member of the Education Council to serve for one year OR it may assign individual Board Members to take turns as non-voting members of Education Council.”

MOTION CARRIED

Community Ownership / Linkage

The College and Institute Act and Policy Governance

Geoff Lyster, Legal Counsel with Fasken Martineau Dumoulin, confirmed that the Board is meeting its statutory obligations under the *College and Institute Act*. Certain limitations are in the *Act*, requiring certain actions of the Board. The *Act* is clear that much power can be delegated to the president, and from the president, to the employees. Board Policy 1.1, *Communication to the Board* recognizes the ultimate authority of the Board. Mr. Lyster recommended including in this policy a list of items that must be brought back to the Board for approval. Mr. Lyster will provide the Board with a letter delineating those items to include in the policy.

The Board Chair thanked Mr. Lyster for his advice.

Policy Development

Sustainability of Kwantlen / Financial Implications of Implementing Kwantlen’s Service Plan

Roy Daykin reported on the expense pressures facing Kwantlen, the revenue sources and the funding per FTE. Funding per FTE will decrease each year until 2006/07, as presently outlined in the Ministry of Advanced Education’s (AVED) budget letter. Mr. Daykin pointed out the revenue gap of \$10.2 million shortfall by 2007/08, if AVED does not increase its contribution to Kwantlen. Mr. Daykin also updated the Board on the Industry Training Association and its funding for Kwantlen.

Skip Triplett provided an enrollment update, noting that Kwantlen is 88% full in open access courses. Seven hundred and seventy late applicants have yet to register, which should move Kwantlen closer to meeting its targets. Enrollments are down nationwide and provincially, likely due to an increase in the economy. There are concerns from a financial point of view, but not from an accountability point of view.

**Assurance of
Successful President
Performance**

Receipt of Monitoring Reports – Compliance Vote

**Moved by Tom Radesh; seconded by David Takahashi:
THAT the President is in compliance with Policy 3.3, *Compensation and Benefits*.**

MOTION CARRIED

**Moved by Ken Hahn; seconded by Tana Plewes:
THAT the President is in compliance with Policy 3.6, *Asset Protection*.**

MOTION CARRIED

Upcoming Monitoring Reports

The Board will monitor the President's interpretation of Policy 3.7, *Ends Focus on Contracts* and Policy 4.2, *Community Ends* in August. Skip Triplett commented on the external indicators submitted with Policy 4.2, *Community Ends*.

The President will submit a monitoring report on Policy 3.8, *Emergency Succession*, and Policy 3.10, *External Alliances*, in the month of September.

New Operational Concerns

Cloverdale Campus

Planning for the Cloverdale campus is becoming more challenging, with an increase of costs by \$300,000 to \$400,000 for every month we delay building, due to increases in labour and material costs.

Jim Soles

Jim Soles, Assistant Deputy Minister with AVED, has accepted an executive position with the University of Victoria. Mr. Soles has been a good friend to Kwantlen and will be missed.

Kwantlen's New Look

After much research and planning, Kwantlen, as a fully undergraduate institution, is starting to roll out a new look. Mr. Triplett showed the Board the cover of the new calendar as an example of what new literature will look like.

Board Self-Assessment

Policy 1.5, Board Chair's Role – Compliance Vote

**Moved by Ken Hahn; seconded by Tom Radesh:
THAT the Board is in compliance with Policy 1.5, Board Chair's Role.
MOTION CARRIED**

The Board monitored the following policies:

Policy 1.6, Board Committee Principle

Policy 1.7, Board Committee Structure and Outside Appointments

Policy 1.8, Board Relationship with Education Council and the Kwantlen Foundation

**Next Meeting
Agenda
Contribution**

If any Board Members wish to contribute to the next Board meeting agenda, please contact Arvinder Bubber.

**For the Good of the
Order**

Many comments of thanks were extended to Tana Plewes for her service on the Board. She will be missed.
Board Members felt that the meeting had been a good one with lots of interesting information received.
The question "How do we turn post secondary into a political issue" will be discussed at the Board retreat.

Meeting Evaluation

Board Members completed the meeting evaluation and submitted it to the Executive Administrator.

Adjournment

The meeting adjourned at 8:30 pm.

Board Chair

Vice President, Financial Resources

Board Regular Meeting
Minutes

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18 August 2004

Our Mission:

We create an exceptional learning environment committed to preparing learners for leadership, service and success.