

MINUTES
BOARD REGULAR MEETING
Wednesday 01 September 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	Bob Lisson (Vice President / Administration) Derek Francis (Vice President / Educational Services) Judith McGillivray (Vice President / Education) Liz McKinlay (Executive Director / Human Resources) David Ross (Executive Director / Marketing & Development) Kelly Bentley (Board Assistant) Judy Deeley (Chair / BCGEU) Doug Fletcher (President / Faculty Association) Mark Stephens (President / Student Association)
	<i>Ex Officio Members</i> Jim Gunson (Chair / Education Council) Skip Triplett (President)	
Regrets	David Marvuglia	
Guests	Priscilla Bollo / Dean, Faculty of Humanities John Slattery / Dean Educational Planning Robin Russell, English Instructor & Vice Chair / Education Council Adrienne Olnick, Research Officer Bob Perkins, Vice President Grievances / Faculty Association Bob Attridge / English Instructor Bruce Raskob / English Instructor Murray Macdonald / Horticulture Donna Haidar / Library Tom Radesh / Bookstore	
Call to Order	The Chair called the Meeting to order at 6:00 pm; introduced David Ross, Executive Director Marketing & Development and welcomed the guests. Mark Stephens, President Student Association distributed the new Student Daytimers and pens to the Board Members. The Chair welcomed Janet Shauntz saying how pleased the members are that her term was extended for another year and congratulated Carolyn Granholm, Navnit Shah and Juliana Yung on their re-appointments.	
Confirmation of Agenda	The Agenda was accepted with the addition of an announcement/invitation from Carolyn Granholm to be included in Item 12.	
Presentations	English Pre-requisites The Vice President Education gave a background overview and presented the Task Force results and recommendations as requested by the Board of Governors at the June 1999 meeting. In 1997/1998, members of the English Department noted concern regarding student success in university transfer English courses. In particular, significant numbers of students were withdrawing or failing and classroom tensions often reflected this. In the Spring of 1998, the English faculty began to gather information to help shed more light on their anecdotal evidence. As a result of this work, in November/December 1998,	

the English department proposed to their Divisional Curriculum Committee and, upon receiving support, proposed to the Education Council that there be a change in the entrance requirement to the University Transfer English Courses 1100 and 1110 from and English 12 grade of "C" or higher to and English 12 grade of "B" or higher or an assessment through an entry or placement test.

As well, it was proposed to change the entrance requirement to developmental English 0099 from and English 12 grade of "P" or "C-" to an English 12 grade of "C" or higher or assessment through an entry or placement test.

In December 1998, the Education Council approved this proposal. In January 1999, the Board of Governors delayed approval of the proposed change pending further information. The Education Council requested the Intake & Assessment Committee to provide the background material for the June 1999 Board Meeting.

In June, the Board requested additional information to help in their consideration of the proposal for discussion at the August Meeting of the Board of Governors.

**Approval of
Minutes**

Moved by Navnit Shah; Seconded by June Laitar:

THAT the Minutes of the Regular Meeting held 23 June 1999 be approved.

MOTION CARRIED

**Business
Arising**

English Prerequisites

Subsequent to the English Pre-requisites presentation and discussion, the following motion was put forward:

Moved by Navnit Shah; Seconded by Tim Glatley:

THAT the Board of Governors approve the English Grade 12 pre-requisite for entry to English 0099 be increased to a "C" Grade; and

THAT the English Grade 12 pre-requisite for entry to English 1100 and 1110 be increased to a "B" Grade; and

THAT the Board of Governors endorse the Task Force recommendations as follows:

- the entrance requirements be effective September 2000;
- the Secondary Schools be notified immediately so that 1999/2000 Grade 12 students are aware of the changes;
- there is availability for students without the required pre-requisites to be assessed through an entry or placement test;
- clean educational pathways related to development of English language competencies be developed and additional sections of developmental English courses be added to provide increased opportunities for students who do not meet the altered entrance requirements.

MOTION CARRIED

The Board requested regular status reports outlining the successes and stumbling blocks.

Correspondence

- submitted as information only / no further action required

**Committee
Reports**

Community Contacts

- Letter of invitation from the Richmond Board of School Trustees inviting Kwantlen Board and Administration to a dinner meeting either 13th or 20th October. The Board Members chose Wednesday 20th October; those attending are Rick McIlveen, Navnit Shah, June Laitar, Tim Glatley, Carolyn Granholm, Christopher Golden, Nancy Clegg, Jim Gunson, Skip Triplett, Judith McGillivray, Linda Coyle, Derek Francis and Kelly Bentley.

Fund Raising

- Members nominated Janet Shauntz to the position of Chair of the Fund Raising Committee; Janet Shauntz accepted the nomination. June Laitar will assist as Vice Chair of the Committee.

Policy Governance / No Report

Post-Secondary Employers' Association

The Executive Director Human Resources advised that Provincial Support Staff Bargaining is scheduled to continue the last week of September, the week of the 4th of October and the week of the 1st of November. Both parties have agreed to assess the progress as of the 8th of October to consider if any adjustments should be made to the schedule.

Monitoring Reports

Education Council

Next meeting of the Education Council is set for Monday 13th September.

The Board of Governors elected Carolyn Granholm to the position of Board Representative to the Education Council.

President's Report

- **Resolution "100% Purchase of Pensionable Service by an Employee"**

Moved by Janet Shauntz; Seconded by Navnit Shah:

THAT upon application by a current Kwantlen employee who is a member of the Municipal Pension Plan, Kwantlen recognizes as pensionable service under the Pension (Municipal) Act all or part of the service an employee for any employer, whether or not the employer is an employer to whom the Act applies, provided that the employee pays 100% of the additional sums specified by the Superannuation Commission. Any exceptions to this must be approved by the Board of Governors.

MOTION CARRIED

- **Cloverdale Update**

The Vice President Administration advised the Board that an "Expression of Interest" regarding pre-servicing of the site has been forwarded to the City of Surrey. A request has been forwarded to the Ministry for funding to re-zone and prepare documentation for pre-servicing (pending selection by the City of Surrey). The Ministry of Advanced Education and the Ministry of Finance have requested a "Memorandum of Understanding describing the development process; a draft has been forwarded to both Ministries. Discussions will continue in September.

- **President's Update**

The President commented as follows:

- a two-day Senior Leadership Team Planning Session is scheduled for the 7th & 8th of September at Coyote Creek;
- advised the Board of the Senior Leadership Team organizational changes;
- two new "named" scholarships through pledges to endowment funds have been created. The benefactors are the North Delta Rotary Club with a pledge of \$10,000 and the Tsawwassen Rotary Club with a pledge of \$5,000. When supplemented with provincial matching funds, these will, after one year of endowment investment, support student awards of \$1,000 and \$500 respectively, every year in perpetuity.
- Mrs. Margaret Westerman has graciously donated an additional \$10,00 to the

"Ernest Westerman Memorial Fund". There has previously been two awards of \$1,000 each generated from this fund; there will now be three awards of \$1,000 given to the most deserving students with preference to graduates of Surrey Schools who demonstrate financial need and academic achievement. This donation is also eligible for the provincial matching funds.

Constituency Report

Student Association / No Report
BCGEU / No Report

Faculty Association / Doug Fletcher

- Agreement regarding Continuing Education within the collective agreement;
- "stalemate" with regard to regularization

AECBC Report

Navnit Shah, Board representative to the AECBC commented on the recent Executive Planning Session and the "on going" training of Board Members.

Board Chair's Report

Official Opening

- Friday 24th September Surrey Phase II will officially be opened. Chief Marilyn Gabriel and members of the Kwantlen First Nation have honoured the University College Community by agreeing to create a traditional aboriginal official opening ceremony. The Honourable Andrew Petter, Minister Advanced Education Training & Technology and The Honourable Penny Priddy, MLA Surrey Newton will be in attendance. Board Members attending are requested to advise the Executive Assistant.

Board Recognition Banquet

- Wednesday 29th September the Board will recognize those members of the Board of Governors and Administration who are retiring.

Spring Retreat

- Date to be determined once new Board Members are named by the Ministry.

Draft Guidelines for Board of Governors attendance at Conferences and/or Workshops

- The Board agreed in-principle and requested the Policy Governance Committee to draft a policy for discussion and inclusion in the "Board Operations" Governance Policies. Next meeting of the Policy Governance Committee is set for Wednesday 22nd September commencing at 5:00 pm at the Richmond Campus (immediately preceding the Board Regular Meeting).

"Emeritus" Designation

- **Moved by Navnit Shah; Seconded by June Laitar:**

THAT the designation "Emeritus" be approved as follows:

The designation of "Emeritus" is an honorary appointment awarded to a retired Kwantlen employee for service and commitment to the University College for a minimum period of ten years before retirement and establishes a symbolic relationship between the individual and the institution. The applicant should have demonstrated commitment to the appropriate faculty, school or department as well as to the institution. The emeritus appointment will allow the continuation of that commitment past retirement. Emeritus appointments are for life.

The appointees will

- be eligible to apply for grants from external agencies through the established University College routes of approval. Collaborative applications between the emeritus appointee and members of the department are encouraged.
- have access to library, secretarial, technical, and computing services consistent with Kwantlen's activities and policies, resources permitting.
- be eligible to accept assignments/contracts for special projects beneficial to the University College.
- be entitled to represent the University College at social/fund raising events.
- be invited to all Kwantlen events and receive recognition for contributions to the University College.
- be recognized at the Annual Employee Recognition Ceremony, which normally takes place in April.

Appointment Procedures:

- application should be made to the Tributes Committee and include an up-to-date curriculum vitae clearly outlining the value of the appointment to the faculty, school, department and institution.
- the appointment will be made by the President on the recommendation of the Tributes Committee; the President will advise the Board of Governors of the appointment.

MOTION CARRIED

Nursing Education

Moved by Tim Glatley; Seconded by Christopher Golden:

THAT the Board of Governors endorses the University College's commitment to continue to provide leadership in meeting the educational needs of nursing.

MOTION CARRIED

Kwantlen Entrance Scholarship Presentation to High Schools

- Guildford Park Scholarship will be presented by Rick McIlveen on Friday 24 September
- Langley Secondary Scholarship will be presented by Carolyn Granholm and/or Navnit Shah on 02 November

Next Meeting Wednesday 22 September 1999 / Richmond Board Room
/ 5:00 pm Policy Governance Meeting & Dinner / 6:00 pm Meeting

Adjournment The meeting adjourned at 8:45 pm.

CHAIR

VICE PRESIDENT
VENTURES & FINANCE