



Present

Board

Ken Hahn / Chair
Tana Plewes / Vice Chair
Arvinder Bubber
Steve Lee
Tom Radesh
Cindy Wilker
Kathleen Casprowitz
David Takahashi

Ex-Officio:

Skip Triplett / President
Dana Goedbloed / Chair,
Education Council

University College

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

Guests:

Nancy Clegg / President, KFA
Mary Boni / Fashion Design Instructor
Terri Van Steinberg / KFA Vice President,
Negotiations
Arlene Whiffin / Public Information
Officer
Surjit Kooner / Surrey School District
Trustee
Jim Cahoon / Facilities

Regrets

June Laitar
Tony Yurkovich
Brook Walker
Kim Richter

Presentation

Mary Boni and S. Lee, instructors in the Fashion Design Program, gave the Board a guided tour of the Fashion Design area. The Fashion Design Program takes the students from concept through to production. All students do an internship, choosing from some 350 local companies. A fashion show is produced each year, greatly supported by the media. About 1500 guests attend during the three shows. Graduates are well prepared to enter industry.

Call to Order

The Chair called the meeting to order at 6:36 pm and welcomed the guests.

**Confirmation of
Agenda**

Moved by Kathleen Casprowitz; seconded by Arvinder Bubber:
THAT the agenda be confirmed.

MOTION CARRIED

Oath of Office	The Chair administered the Oath of Office to Cindy Wilker, newly appointed community member, and welcomed her to the Board.
Previous Meeting Evaluation	The Chair expressed his appreciation for the time taken to give comments about the board meetings.
Review Use of Consent Agenda	Moved by Kathleen Casprowitz; seconded by Tom Radesh: THAT the Board of Governors continue to use the Consent Agenda and review its use in six months.

MOTION CARRIED

Consent Agenda	Moved by Arvinder Bubber; seconded by Kathleen Casprowitz: THAT the Consent Agenda be approved.
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MOTION CARRIED

Items Approved under the Consent Agenda:

1. Minutes of the Board Regular Meeting dated 28 August 2002

Items Received for Information under the Consent Agenda:

1. President's Activities
2. Minutes, Policy Governance Committee Meeting, 04 September 2002
3. Board Budget Status Report
4. Human Resources Report
5. Correspondence

**Business Arising /
New Business**

Strategic Plan Discussion Paper

Gordon Lee presented the content of the Strategic Plan Discussion Paper to the Board. Mr. Lee noted that this is a work in progress. A copy of the power point presentation is attached to these minutes. Several modifications to the document have already been noted and will be added. Completion of the strategic plan is expected in six to eight months. Board Members are welcome to contact Mr. Lee with comments, suggestions and questions. Mr. Lee will bring regular updates to the Board as the consultation proceeds.

**President's
Monitoring Report**

President's Update

Newton Replacement

The Ministry announced the release of \$3.5 million planning money that was frozen 12 months ago. Originally these monies were to develop the Cloverdale site. Since then, the Board has given direction to the Kwantlen administration to develop plans to move the programs from Newton to the Surrey and Langley campuses. These plans will continue to be developed. Skip Triplett, David Ross and Judith McGillivray will meet with Jim Soles, Assistant Deputy Minister of Advanced Education and Jim Parker, Director of Facilities, Ministry of Advanced Education to discuss Kwantlen's plans

Enrollment Update

Derek Francis gave an enrollment update. As of this Board meeting, Kwantlen has filled 97.3% of capacity for open access programs

Faculty Instructional Support

Administration is closely monitoring the new system of copying by faculty members.

Board Committees Policy Governance Committee / David Takahashi, Chair

Policy 3.5, Board Operations

Moved by David Takahashi; seconded by Steve Lee:

THAT the Board of Governors approve changes to Policy 3.5, *Board Operations*, as presented.

Moved by Kathleen Casprowitz; seconded by Tom Radesh:

THAT the previous motion be amended to eliminate “sub” committee and “ad hoc” committee. All will read just “committee”.

MOTION CARRIED

Policies 1.7 and 2.9, Fund Raising

Moved by David Takahashi; seconded by Kathleen Casprowitz:

THAT Policy 2.9, *Fund Raising*, be discontinued and Policy 1.7, *Fund Raising*, be amended as recommended, adding the word “philanthropic” before the phrase “fund raising activities”.

MOTION CARRIED

Policy 1.8, Internal Validation and Approval of Programs

Changes to Policy 1.8 were deferred to the Education Council for review. The Policy Governance Committee will reconsider their recommendation after receiving Education Council’s report.

Next Meeting of Policy Governance Committee

Tuesday 01 October 2002 / 4:00 – 6:00 pm / Surrey Campus Board Room

Committee members are David Takahashi, Tom Radesh, and June Laitar.

**Post-Secondary
Employers’
Association**

Nothing to report. The next meeting of PSEA is Wednesday 06 November 2002.

**Monitoring
Reports**

Education Council / Dana Goedbloed, Chair

Program Letter of Intent: BBA in Financial Services Management

Moved by Steve Lee; seconded by Kathleen Casprowitz:

THAT the Board of Governors approve the Letter of Intent for a BBA in Financial Services Management.

MOTION CARRIED

Changes to the Business Management Diploma Requirements

Moved by Steve Lee; seconded by Tana Plewes:

THAT the Board of Governors approve the changes to the diploma program requirements for the Business Management Diploma program. Changes include the following:

Require the following Communications and English courses:

CMNS 1140 and either ENGL 1100 or ENGL 1110

BUSI 1215 Organizational Behaviour will be a required course, and BUSI 2315 Human Relations in Organizations will no longer be required.

MOTION CARRIED

Changes to the Entrepreneurial (ENTR) electives:

Moved by Tom Radesh; seconded by Arvinder Bubber:

THAT the Board of Governors approve the change in elective for the School of Business Degree Programs. The change involves using ENSR 3350 in lieu of one of the seven required ENTR electives.

MOTION CARRIED

Liberal Education Components of School of Business Degree Programs:

Moved by Arvinder Bubber; seconded by David Takahashi:

THAT the Board of Governors approve the change in graduation requirements re liberal education components of Business Degree programs, effective January 2003. Changes include the following:

3 credits of 1st year English, excluding ENGL 1099

3 credits of 3rd/4th year approved liberal education courses(s)

12 additional credits of approved liberal education courses (of which 9 must be from outside the course discipline[s] of the degrees).

MOTION CARRIED

Articulation with North Island College

Moved by Steve Lee; seconded by Kathleen Casprowitz:

THAT the Board of Governors approve the articulation with North Island. The articulation allows students of North Island College who have completed either the Computer Science Diploma Program or the Information Systems Administrative Diploma Program (with CPSC 1101 Computer Programming II as an elective) with a GPA of 2.7 and a minimum of 60 credits be granted admission to the Bachelor of Technology program at Kwantlen. Students will be expected to meet all other pertinent Kwantlen University College admissions requirements and take ENGL 1100/1110 or an equivalent UT English course.

MOTION CARRIED

**Items Removed
from the Consent
Agenda**

No items were removed from the consent agenda.

**Constituency
Reports**

Kwantlen Student Association / Nothing to report

BCGEU / Nothing to report

Kwantlen Faculty Association / Nancy Clegg, President

- There are some challenges due to the withdrawal of the copy clerk support
- Some concerns with possible changes to Policy 4.4, *Evaluation the President*, were noted.
- KFA General Meeting is next week

**Board Chair's
Report**

One Day Board Retreat

This will be held at the Delta Town & Country on Saturday, 02 November 2002, 8:30 am to 4:00 pm.

Board Recognition Dinner

This dinner will be held on Friday, 15 November 2002 at 6:00 pm.

Board Reception

The reception will be held on Tuesday, 03 December 2002, 5:00 – 7:30 pm at the Surrey Campus Conference Centre.

Notice of Election

The Chair announced that elections for Chair and Vice Chair of the Board would be held at the 15th October 2002 Regular Board Meeting.

Meeting Evaluation

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

Adjournment

The meeting adjourned at 8:21 pm.

CHAIR

VICE PRESIDENT Financial Resources