



**Present**

**Board**

Ken Hahn / Chair  
Tana Plewes / Vice Chair  
Kim Richter  
Arvinder Bubber  
Steve Lee  
Tom Radesh  
Cindy Wilker  
Kathleen Casprowitz  
David Takahashi  
June Laitar  
Tony Yurkovich  
Brook Walker

*Ex-Officio:*

Skip Triplett / President  
Dana Goedbloed / Chair,  
Education Council

**University College**

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

**Guests:**

Nancy Clegg / President, KFA  
Maureen Berry / Chair, BCGEU  
Aaron Spires / KSA  
Jody Gordon / Registrar  
Terri Van Steinberg / KFA Vice President,  
Negotiations  
Arlene Whiffin / Public Information  
Officer  
Dave Davidson / Chair, Landscape & Turf  
Management  
Bruce McTavish / Chair, Nursery &  
Production Horticulture  
Gary Jones / Instructor, Production  
Horticulture Programs  
Jim Matteoni / Instructor, Pest  
Management & Botany  
Penney Grylls / Executive Assistant to the  
Vice President, Learner Support  
Brian Carr / Dean, Science, Math,  
Technology & Horticulture  
Barbara Maloney / Administrative Asst.,  
Science, Math, Technology &  
Horticulture  
Brendan Bottomly / Journalism student

<b>Presentation</b>	Dave Davidson, Bruce McTavish, Gary Jones and Jim Matteoni conducted the Board Members on a tour of the horticulture field facilities. There are three components to horticulture education: aesthetics, business and science. The School of Horticulture is closely linked with industry, especially in the area of research on their behalf. The tour was very instructive for the Board.
<b>Call to Order</b>	The Chair called the meeting to order at 6:55 pm and welcomed the guests. The Chair also thanked the horticulture personnel for the wonderful tour.
<b>Confirmation of Agenda</b>	<p><b>Moved by Cindy Wilker; seconded by Brook Walker:</b>  <b>THAT the agenda be confirmed with the following amendment:</b>  <b>Add 7b. Approval of Incamera Minutes of 18 September 2002</b>  <b>(due to cancellation of the Incamera Meeting).</b></p> <p style="text-align: right;"><b>MOTION CARRIED</b></p>
<b>Election of Chair</b>	<p>The Chair called for nominations for the position of Chair of the Board of Governors. Kathleen Casprowitz nominated Arvinder Bubber for the position of Chair, seconded by Tony Yurkovich. Mr. Bubber accepted the nomination. Nominations were called three times.</p> <p><b>In the absence of other nominations, Mr. Bubber was declared Chair of the Board of Governors by acclamation.</b></p>
<b>Election of Vice Chair</b>	<p>The Chair called for nominations for the position of Vice Chair of the Board of Governors. Kathleen Casprowitz nominated Tana Plewes, seconded by June Laitar. Ms. Plewes accepted the nomination. Nominations were called three times.</p> <p><b>In the absence of other nominations, Ms. Plewes was declared Vice Chair of the Board of Governors.</b></p> <p>The Chair offered congratulations to the Mr. Bubber &amp; Ms. Plewes on behalf of the Board.</p>
<b>Previous Meeting Evaluation</b>	<p>The Chair expressed his appreciation for the time taken to give comments about the board meetings, mentioning the positive comments given regarding Gordon Lee's presentation on the strategic plan discussion paper.</p> <p>Steve Lee presented letters from the Kwantlen Student Association regarding the tuition increase. The Chair received the letters.</p>
<b>Consent Agenda</b>	<p><b>Moved by Arvinder Bubber; seconded by Steve Lee:</b>  <b>THAT the Consent Agenda be approved.</b></p> <p style="text-align: right;"><b>MOTION CARRIED</b></p>

### **Items Approved under the Consent Agenda:**

1. Minutes of the Board Regular Meeting dated 18 September 2002
2. Minutes of the Incamera Board Meeting dated 18 September 2002

### **Items Received for Information under the Consent Agenda:**

1. President's Activities
2. Minutes, Policy Governance Committee Meeting, 01 October 2002

### **Business Arising / New Business**

#### **Public Bodies Report / David Ross**

**Moved by Steve Lee; Seconded by David Takahashi:**

**THAT in accordance with the requirements of the Financial Information Act, all statements and schedules in the Statement of Financial Information for the year ending 31 March 2002 have been reviewed and approved by the Kwantlen University College Board of Governors.**

**MOTION CARRIED**

### **President's Monitoring Report**

#### **President's Update**

##### *Strategic Planning*

The strategic planning process is well underway, with internal sessions being held with various groups. Individual are submitting comments, as well.

##### *Budget Process*

To maintain a transparent budget process, information sessions are being held on all campuses, keeping people aware of what faces Kwantlen and the general plans to meet the challenges.

##### *Fraser Downs Fundraiser*

The Kwantlen Foundation is holding its first major fundraiser on 24 October. The Board of Governors has been very supportive of this event, purchasing/selling tickets and donating silent auction items.

##### *ACCC Symposium*

Skip Triplett and Tana Plewes attended the ACCC Federal Symposium in Ottawa recently. The purpose of this symposium is to make federal politicians more aware of colleges, university colleges and institutes. They were able to dialogue with several high profile politicians.

##### *University Presidents' Council*

Skip Triplett addressed the University Presidents' Council regarding his view on Canada's innovation strategy. Mr. Triplett's message to the presidents was that colleges and university colleges have a large role to play in Canada's innovation strategy, particularly in the "development" part of "research and development" and in training qualified trades people.

**Board Committees     Policy Governance Committee / David Takahashi, Chair**

*CEO Evaluation*

**Moved by David Takahashi; seconded by Kathleen Casprowitz:  
THAT the Board of Governors approve the CEO Evaluation Form  
dated October 1, 2001 to September 30, 2002.**

**MOTION CARRIED**

**Moved by Kim Richter; seconded by Tom Radesh:  
THAT the CEO evaluation objectives for 2002-2003 include an  
objective related to the attainment of the provincial government's  
accountability requirements.**

**MOTION CARRIED**

*Policy 4.4, Process for Presidential Assessment*

**Moved by David Takahashi; seconded by Tana Plewes:  
THAT Policy 4.4, *Process for Presidential Assessment*, be approved as  
amended.**

**Moved by Kim Richter; seconded by Steve Lee:  
To amend the motion to add the wording "and internal agencies will  
be asked for input" to point number 8 of the Process.**

**MOTION CARRIED**

**Moved by Kathleen Casprowitz; seconded by Arvinder Bubber:  
THAT the amended motion be further amended to change the word  
"pursue" in Principle 4 to read "be evaluated on the attainment of".**

**MOTION CARRIED**

**Moved by David Takahashi; seconded by Kathleen Casprowitz:  
THAT the amended Policy 4.4, *Process for Presidential Assessment*, be  
approved.**

**MOTION CARRIED**

*Policy 3.9, Board/Education Council Relationship*

**Moved by David Takahashi; seconded by Tom Radesh:  
THAT Policy 3.9, *Board/Education Council Relationship*, be approved  
as amended.**

**MOTION CARRIED**

**Next Meeting of Policy Governance Committee**

Tuesday 05 November 2002 / 4:00 – 6:00 pm / Surrey Campus Board  
Room

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

## **Finance Committee**

*Next Meeting:* Wednesday, 23 October 2002, 9:00-11:00 am / Surrey Campus Board Room

Committee members are Kathleen Casprowitz, Arvinder Bubber and Kim Richter

## **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: Community Support Worker Diploma*

**Moved by Steve Lee; seconded by Tom Radesh:**

**THAT the Board of Governors approve the Letter of Intent for a Community Support Worker Diploma.**

**MOTION CARRIED**

*Letter of Intent: Bachelor of Science in Massage Therapy (BSMT)*

**Moved by Kathleen Casprowitz; seconded by June Laitar:**

**THAT the Board of Governors approve the Letter of Intent for a Bachelor of Science in Massage Therapy.**

**MOTION CARRIED**

**Moved by Kim Richter; seconded by Steve Lee:**

**THAT Education Council be requested to draft policy regarding joint degrees for approval by the Board at the January 2003 Board meeting.**

**MOTION CARRIED**

Ms. Goedbloed informed the Board that a Program Concept for Degree Completion for Registered Psychiatric Nurses was approved at the last Education Council meeting.

## **Items Removed from the Consent Agenda**

No items were removed from the consent agenda.

## **Constituency Reports**

**Kwantlen Student Association** / Aaron Spires

- The KSA held by-elections recently
- The KSA received support from the KFA for the event "Speaking Out Against the Free Trade of America"

**BCGEU** / Maureen Berry, Chair

- The BCGEU encouraged the Board to reconsider the issue of common table bargaining for this round of negotiations

**Kwantlen Faculty Association / Nancy Clegg, President**

- The KFA held a general meeting
- The KFA held a referendum for a faculty dues increase, which passed
- Beginning January 1, 2003, the President and Vice President Grievances will have 100% time release
- In a meeting with Skip Triplett and Penney Grylls regarding instructional support, they explored solutions to the challenges presented

**Board Chair's Report**

The Board Chair thanked Brook Walker for his contributions to the Board over the last year.

The Chair also thanked the Board Members for the support he received as Chair and hoped that they would give the same support to Arvinder Bubber.

At this point several Board Members expressed their thanks to Ken Hahn for all his work as Chair over the past year.

**One Day Board Retreat**

The retreat will be held Saturday 02 November 2002, 8:30 am to 4:00 pm at the Delta Town and Country.

**Board Recognition Dinner**

The dinner will be held on Friday, 15 November 2002 at 6:00 pm at the Villa Verde Restaurant.

**Board Reception**

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

**Meeting Evaluation**

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

**Adjournment**

The meeting adjourned at 8:15 pm.

---

**CHAIR**

---

**VICE PRESIDENT Financial Resources**