



Present

Board

Arvinder Bubber / Chair
Kathleen Casprowitz /
Vice Chair
Rebecca Darnell
Tom Radesh
David Takahashi
George Melville
Ken Hahn
Robert Evans

Ex-Officio

Takashi Sato / Chair,
Education Council
Skip Triplett / President

University College Vice Presidents

Rob Fleming / Acting Vice President,
Learning & Provost
David Ross / Vice President, Financial
Resources & Market Development

University College Community Members

Liz McKinlay / Associate Vice President, Human
Resources
Roy Daykin / Associate Vice President, Finance
Jody Gordon / Registrar
Bob Baron / KFA
Peter Chevrier / Director, Marketing &
Communications
Aaron Takhar / KSA
Pavan Bassy / KSA
Art Coren / Dean, School of Business
Sandi Klassen / Executive Administrator

Regrets

Tung Chan
Lisa Coan
Kim Richter
Mary Kemmis

Call to Order

The Chair called the meeting to order at 6:10 pm and welcomed the guests.

**Commitment to
Participate**

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

**Confirmation of
Agenda**

The agenda was approved by consensus.

Consent Agenda

Moved by Ken Hahn; seconded by Kathleen Casprowitz:
THAT the Consent Agenda be approved.

MOTION CARRIED

Items approved under the Consent Agenda:

- a. **Regular Meeting Minutes dated 21 September 2005**

Electronic Motion

Moved by Arvinder Bubber; seconded by Kathleen Casprowitz:
THAT George Melville is appointed to the Strategic Leadership
Development Committee of the Board of Governors.

MOTION CARRIED

**Assurance of
Successful President
Performance**

Receipt of Monitoring Reports – Compliance Vote

**Moved by Kathleen Casprowitz; seconded by Rebecca Darnell:
THAT the President is in compliance with Policy 3.8, *Emergency
President Succession*.**

MOTION CARRIED

**Moved by Rebecca Darnell; seconded by Kathleen Casprowitz:
THAT the President is in compliance with Policy 3.10, *Eternal
Alliances*.**

MOTION CARRIED

**Moved by Tom Radesh; seconded by Robert Evans:
THAT the President is in compliance with Policy 4.1, *Student Ends*.**

MOTION CARRIED

Upcoming Monitoring Reports

The Board will monitor the President's interpretation of Policy 3.11,
Communication & Support to the Board by Direct Inspection.

The Board will monitor the President's interpretation of Policy 3.5,
Financial Condition & Activities and Policy 4.0, *Global Ends Statements*,
in the month of November.

No policies are monitored in December.

New Operational Concerns / Nothing to report

Education Council

Takashi Sato, Education Council Chair, gave a brief explanation
regarding the following prior to the motion. Implementation of the
changes will likely take place in September 2006.

**Moved by Tom Radesh; seconded by Rebecca Darnell:
THAT the Board of Governors approves the change in entrance
requirements for the Powerline Technician Citation Program as
follows:**

Increase to C+ in Math 11, English 12 and Physics 11.

MOTION CARRIED

Policy Development

Board Retreat Agenda

An agenda was submitted to the Board for information. Ken Hahn
proposed an outline of the advocacy discussion to take place at the retreat.

**Community
Ownership /
Linkage**

Report / Work Group #1 – Advocacy

Ken Hahn reported that Ron Woodward, President of Red Deer College,
will speak to the Board at their retreat on November 25-26.

Report / Work Group #2 - Board Values

George Melville reported that he will follow up with the committee after the Board Retreat.

Report / Strategic Leadership Development Committee

Kathleen Casprowitz reviewed the mandate of the SLDC Committee as laid out in Policy 1.7, *Board Committee Structure and Outside Appointments*. She reported that the SLDC worked diligently to expand on the recommendations resulting from the visit to Red Deer College. The following recommended revisions and additions to policy speak to Board capacity building and development in understanding of the Policy Governance© model.

The committee's purpose in recommending these revisions to policy is to foster better communication between Board Members, have immediate feedback and self-reflection as a group in evaluating how the Board conducts itself at the Board table, to create dialogue at the Board table and to build trust levels.

Revision to Policy 1.4, *Agenda Planning & Board Meeting Conduct*

Moved by Kathleen Casprowitz; seconded by Rebecca Darnell:
THAT the Board of Governors approves deleting the "Commitment to Participate", replacing it with a verbal Evaluation of the Board as a Group using Appendix G.

Amendment to the motion

Moved by Robert Evans; seconded by Rebecca:
THAT we add "evaluate in one year" to the motion.

AMENDMENT CARRIED

Amended motion reads:

THAT the Board of Governors approves deleting the "Commitment to Participate", replacing it with a verbal Evaluation of the Board as a Group using Appendix G, evaluating this process in one year.

AMENDED MOTION CARRIED

Moved by Kathleen Casprowitz; seconded by George Melville:
THAT the Board of Governors approves deleting "if monitoring reports show policy violations or if policy criteria are to be debated" from point 5 of Policy 1.4, *Agenda Planning & Board Meeting Conduct*.

MOTION CARRIED

Moved by Kathleen Casprowitz; seconded by George Melville:
THAT the Board of Governors approves adding "Political Strategy" as a standing agenda item and amending Policy 1.4, *Agenda Planning & Board Meeting Conduct* to reflect this.

MOTION CARRIED

Appendix G, *Evaluation of the Board as a Group*

**Moved by Kathleen Casprowitz; seconded by George Melville:
THAT the Board of Governors approves Appendix G, *Evaluation of the Board as a Group*, adding it to the Board policies.**

MOTION CARRIED

Revision to Appendix B, *Executive Limitations Monitoring Tool for Internal Reports*

**Moved by Kathleen Casprowitz; seconded by George Melville:
THAT the Board of Governors approves revisions to the preamble and body of Appendix B.**

MOTION CARRIED

Revision to Policy 1.1, *Governing Style*

**Moved by Kathleen Casprowitz; seconded by Rebecca Darnell:
THAT the Board of Governors approves revisions to Policy 1.1, *Governing Style*, including the values as set out.**

MOTION CARRIED

The Board will examine these values at their all day workshop in February 2006 so that they feel ownership of them.

Board Brochure

**Moved by Kathleen Casprowitz; seconded by George Melville:
THAT the Board of Governors endorses the creation and distribution of a Board brochure**

AND

THAT the Board of Governors approves in principle the draft brochure as presented.

MOTION CARRIED

The SLDC will consult with Kwantlen's Marketing Department for consistency with other Kwantlen collaterals, revise and bring a final version to the Board for approval.

Board Retreat Update

Kathleen Casprowitz informed the Board of the upcoming Ends policy development to occur at the Board Retreat.

Bylaw No. 5, *Board Conduct & Conflict of Interest*

The SLDC reviewed the current Bylaw No. 5 and determined that the bylaw is adequate. The committee suggested that the Board ask two questions when faced with possible conflict of interest situations in order to minimize the number of instances that Board Members are asked to leave meetings:

1. Is this something that the Board really needs to know? Does this jeopardize Executive Limitation 3.11, *Communication and Support to the Board*?
2. Is it really a conflict of interest for the internal Board Member?

The goal is to have all Board Members as equals and to minimize conflict.

Board Self-Assessment

Receipt of Monitoring Report – Compliance Vote

Moved by Kathleen Casprowitz; seconded by Rebecca Darnell:
THAT the Board is in compliance with Policy 2.0, *Global Governance-Management Connection*

MOTION CARRIED

Moved by Ken Hahn; seconded by Robert Evans:
THAT the Board is in compliance with Policy 2.1, *Unity of Control*.
MOTION CARRIED

Moved by David Takahashi; seconded by Robert Evans:
THAT the Board is in compliance with Policy 2.2, *Accountability of the President*.
MOTION CARRIED

Moved by Rebecca Darnell; seconded by Tom Radesh:
THAT the Board is in compliance with Policy 2.5, *President Compensation & Benefits*.
MOTION CARRIED

Next Meeting Agenda Contribution

Board Members may submit future agenda items to the Chair or through the Executive Administrator.

For the Good of the Order

Kathleen Casprowitz was congratulated for running a great committee (SLDC). It was enjoyable to work with the members and the work produced was excellent.

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

Adjournment The meeting adjourned at 7:43 pm.

Board Chair

Vice President, Financial Resources