



KPU Board of Governors - Regular Meeting

Date: March 27, 2024

Time: 4:00 pm – 4:55 pm

Via MS Teams: [Click here to join the meeting](#)

Phone Dial-in

+1 604-449-3508 (Canada (Vancouver))

Conference ID: 706 244 229#

BOARD OF GOVERNORS – REGULAR MEETING AGENDA

Regular Meeting Minutes

March 27, 2024

Time: 4:00– 4:55 pm

Via [Microsoft Teams](#)

Phone Dial-in: +1 604-449-3508 (Vancouver)

Conference ID: 706 244 229#

Attending: Ivy Chen (Chair), Rhiannon Bennett (Vice Chair), Kwuntiltunaat (Kim) Baird, Michael Chang, Paul Choi, Alan Davis, Ishant Goyal, Aryan Kalia, Amos Kambere, Muhammad Afzal Malik, Lyndsay Passmore, Rod Ross, Takashi Sato, Amanda Smith-Weston, Waheed Taiwo

*M = Motion to Approve
D = Discussion
I = Information
E = Education*

Regrets:

Presenters & Administrative Resources: Sonia Banwait, Carroll Boydell, Laurie Clancy, Lily Chong, Chervahun Emilien, Randall Heidt, Lori McElroy, Zena Mitchell, Diane Purvey, Asma Sayed, Peter Smailes

**4:00 pm Regular Board Meeting
Closed Board Meeting to follow
In Camera Debriefing Session to follow**

<i>Agenda Item</i>	<i>Resource</i>	<i>Action</i>	<i>Time</i>	<i>Page</i>
1. Call to Order & Introductory Remarks	Ivy Chen		4:00	
We at Kwantlen Polytechnic University respectfully acknowledge that we live, work and study in a region that overlaps with the unceded traditional and ancestral First Nations territories of the Musqueam, Katzie, Semiahmoo, Tsawwassen, Qayqayt, and Kwikwetlem, and with the lands of the Kwantlen First Nation, which gifted its name to this university.				
2. Approval of Agenda	Ivy Chen	M		3
MOTION: THAT the Board of Governors approve the regular meeting agenda for January 31, 2024.				
3. Conflict of Interest	Ivy Chen			
4. Consent Agenda	Ivy Chen	M	4:05	6
4.1. Minutes of the January 31, 2024 Regular Board of Governors Meeting				7

4.2. Program Discontinuances: Bachelor of Arts, Major in Community Criminal Justice AND Bachelor of Arts (Honors), Major in Community Criminal Justice	Carroll Boydell	M	13
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4.3. KSA Annual Fee Change Letter 2024-25	N/A	I	17
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MOTION: THAT the Board of Governors approve the following items on the Consent Agenda:
 4.1. Minutes of the January 31, 2024 Regular Board of Governors Meeting
 4.2. Program Discontinuances: Bachelor of Arts, Major in Community Criminal Justice AND Bachelor of Arts (Honors), Major in Community Criminal Justice, effective September 1, 2024.

AND THAT the Board of Governors receive the following item for information:
 4.3.KSA Annual Fee Change Letter 2024-25 Academic Year

5. Governance Committee Report				
5.1. Committee Chair Report	Amos Kambere	I	4:10	
5.2. Proposed Performance Metrics for VISION 2026	Lori McElroy	M	4:10	20

MOTION: THAT the Board of Governors approve the metrics for reporting on the progress of VISION 2026, as recommended by the Board Governance Committee.

6. Human Resources Committee Report				
6.1. No Report – Meeting Cancelled	Rhiannon Bennett	I		
7. Audit Committee Chair Report	Ivy Chen	I	4:25	
7.1 Committee Chair Report				
8. Finance Committee Report	Ivy Chen	I	4:30	
8.1. Committee Chair Report				
9. President’s Report	Alan Davis	I	4:35	
9.1. Report to the Board				
10. Provost’s Report	Diane Purvey	I	4:40	
10.1. Report to the Board				
11. Senate Report – meeting held on February 20, 2024 , March 18, 2024	Alan Davis	I		
12. Next Meeting Agenda Contribution	Ivy Chen	D	4:45	
13. For the Good of the Order	All	D		
14. Feedback on the Meeting	All	D		

15. Closing Remarks	Ivy Chen		
16. Appendix:	Alan Davis	I	4:50
16.1. Report to the Board of Governors			
16.2 2022/23 Institutional Accountability Plan and Report and Letter of Acknowledgement			
17. Next Meeting: Regular Board Meeting Wednesday, May 22, 2024 MS TEAM Meeting 4:00 – 7:00 pm	Ivy Chen		4:55
18. Adjournment	Ivy Chen		4:55

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Number: 4

Meeting Date: *March 27, 2024*

Presenter(s): *Ivy Chen*

AGENDA TITLE: CONSENT AGENDA

ACTION REQUESTED: Motion

RECOMMENDED RESOLUTION

THAT the Board of Governors approve the following items on the Consent Agenda:

4.1. Minutes of the January 31, 2024 Regular Board of Governors Meeting.

**4.2. Program Discontinuances: Bachelor of Arts, Major in Community Criminal Justice AND Bachelor of Arts (Honors), Major in Community Criminal Justice, effective September 1, 2024.
AND**

THAT the Board of Governors receive the following items for information:

4.3. KSA Annual Fee Change Letter 2024-25 Academic Year

Attachments

1. Minutes of the January 31, 2024 Regular Board of Governors Meeting.
2. Proposal for Program Discontinuances: Bachelor of Arts, Major in Community Criminal Justice AND Bachelor of Arts (Honors), Major in Community Criminal Justice.
3. KSA Annual Fee Change Letter 2024-25 Academic Year

Submitted by

Sonia Banwait, Executive Assistant to the Board of Governors

Date submitted

March 20, 2024

BOARD OF GOVERNORS - REGULAR MEETING

Minutes of Regular Meeting
Wednesday, January 31, 2024
4:00 p.m. – 5:34 p.m.
MS Teams

Present: Board

Ivy Chen (Chair)
Rhiannon Bennett (Vice-Chair)
Paul Choi
Alan Davis / President & Vice
Chancellor
Ishant Goyal
Amos Kambere
Muhammad Afzal Malik
Lyndsay Passmore
Rod Ross
Takashi Sato
Amanda Smith-Weston
Waheed Taiwo

University G8 members

Laurie Clancy, Vice-President, Human Resources
Jennifer Duprey, General Counsel
Chervahun Emilien, Chief Financial Officer
Randall Heidt, Vice-President, External Affairs
Zena Mitchell, Vice-President, Students
Diane Purvey, Provost & Vice-President, Academic
Asma Sayed, Interim Vice-President, Equity &
Inclusive Communities
Peter Smailes, Vice-President, Administration

Presenters and Administrative Resources

Sonia Banwait, Interim Executive Assistant to the
Board of Governors
Lily Chong, Interim University Secretary &
Executive Assistant to the President & Vice
Chancellor
David Connop Price, Director, Communications
and Media Relations
Brett Favaro, Dean, Science &
Horticulture
Stephanie Howes, Dean, Melville School of
Business
Tracy Germaine, Associate Vice-President, Finance
Lori McElroy, Associate Vice-President, Planning
and Accountability
Ulrich Paschen, Melville School of Business
instructor
Carole St. Laurent, Associate Vice President,
International

Regrets: Aryan Kalia
Kim (Kwuntiltunaat) Baird
(Chancellor)
Michael Chang

**1. Call to Order and
Introductory Remarks**

The Chair called the meeting to order at 4:01pm.

The Chair acknowledged KPU's commitment to reconciliation and recognition that we live, work and study in a region that overlaps with the unceded traditional and ancestral First Nations territories of the Musqueam, Katzie, Semiahmoo, Tsawwassen, Qayqayt, and Kwikwetlem, and with the lands of the Kwantlen First Nation, which gifted its name to this university.

2. Approval of Agenda

Motion #08-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the regular meeting agenda for November 29, 2023.

3. Conflict of Interest

No other conflict of Interest was declared.

4. Approval of Consent Agenda

Motion #09-23/24

MOVED, SECONDED AND CARRIED the amended motion THAT Board of Governors approve the following item on the Consent Agenda:

4.1. Minutes of the November 29, 2023 Regular Board of Governors Meeting.

Takashi Sato, Community Board Member, requested that item 4.2 of the consent agenda be removed from the consent agenda and added to the regular Board agenda (as item #5) for discussion and approval from the Board to allow for an appropriate tribute to an ending program.

**5. Program Discontinuance:
Diploma in Applied Business
Technology**

Stephanie Howes, Dean, Melville School of Business, and Ulrich Paschen, Instructor, Melville School of Business, informed there has been no student intake in over 5 years. They noted the program served as a preparatory course for those looking to get back into the workforce and the taught skills on computer literacy and computer technology (e.g. fax machines) are now outdated and obsolete. As such, there is no demand for the program. Howes noted the discontinuation will not impact students and staff.

MOTION #10-23/24

MOVED, SECONDED AND CARRIED THAT the Board approve the discontinuation of the Diploma in Applied Business Technology, effective September 1, 2024, as recommended by the Board Governance Committee.

**6. Governance Committee
Report**

6.1. Committee Chair Report

Amos Kambere, Committee Chair, informed the committee met on January 17, 2024 and noted the items discussed at the meeting are on the agenda.

7. Human Resources Committee Report

7.1. Committee Chair Report

Rhiannon Bennett, Committee Chair, Ms. Bennett, informed that the committee met on January 18, 2024 and the items discussed at the meeting are on the agenda.

7.2. HR20 – Search Advisory, Appointment and Re-Appointment of Senior Academic Administrator Positions (Revision) AND HR 22 – Presidential Search Advisory, Appointment and Re-Appointment – Policy and Procedure (Revision)

Laurie Clancy, Vice-President, Human Resources, noted both policies have been due for a revision. The key changes include the addition of policy principles, removal of outdated terms and an update to increase term lengths for talent recruitment.

MOTION: #11-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following revised policies and procedures, as recommended by the Board Human Resources Committee:

- **HR20 - Search Advisory, Appointment, and Re-Appointment of Senior Academic Administrator Positions; and,**
- **HR22 - Presidential Search Advisory, Appointment, and Re-Appointment.**

8. Audit Committee Report

8.1. Committee Chair Report

Ivy Chen, Committee Chair, informed that the committee met on January 16, 2024 and there was nothing to report.

9. Finance Committee Report

9.1. Committee Chair Report

Ivy Chen, Committee Chair, informed that the committee met on January 16, 2024 and the items discussed are on the agenda.

MOTION: #12-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the draft consolidated budget as the 2024-25 consolidated budget, as recommended by the Board Finance Committee.

9.2. FY2025 Draft University Budget

Chervahun Emilien, Chief Financial Officer, gave a presentation on the FY2025 draft university budget and noted that all interested parties have now been consulted with and the budget has been developed with the strategic priorities and budget principles and priorities in mind.

Emilien provided information on the general approach and assumptions factored in the development of the budget, including: increases in operating grants, decline in new international enrolment, status quo domestic enrollment, investment and interest income. Emilien noted that the International team is working on ways to diversify international student recruitment to reduce KPU's reliance on a particular country and also to minimize the effect on revenue. She noted the budget does not account for the recent changes implemented by the federal government and informed anticipated changes will be brought back to the Board once there is more information available.

Emilien highlighted the overall changes in revenue and expenses, as well as proposed allocations for the academic portfolios and capital budget allocations. She noted the collective agreement ratifications for both of KPU's union groups have been factored into the proposed budget. It was highlighted that KPU has not had to use its contingency fund, despite the changing environmental trends, which has contributed to greater surplus.

President Davis noted that the budget is conservative considering the many moving parts and external factors. He noted KPU is in good financial standing, with the contingency fund being larger than it has in the past.

The committee discussed the capital budget allocated to the Entertainment Arts program and Diane Purvey, Provost, shared that the program has partnered with Entertainment Arts to bring the necessary renovations needed to facilitate the program. The Provost noted that KPU is accepting applications and although the program may not be financially lucrative, it provides community value and options for students.

9.3. FY2024 Revision to Bylaw No. 4, Fees

Chervahun Emilien noted the key changes include a raise in domestic tuition by 2%, the maximum allowed by the provincial government under the Tuition Limit Policy. A 2% increase will

also apply to international tuition, although the policy does not apply to international tuition.

Additionally, the revision includes the addition of fees for the two new graduate programs recently approved by the Board, including formatting changes to improve consistency with other universities.

MOTION: 13-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the revision to Bylaw No. 4, Fees, as presented and recommended by the Board Finance Committee.

10. Program Revisions: (a) Bachelor of Science, Major in Biology, Cooperative Education Option; (b) Bachelor of Science (Honors), Major in Biology, Cooperative Education Option

Brett Favaro, Dean, Science and Horticulture, provided background on the program revisions highlighting the most significant change is the addition of a cooperative education option to both programs. Favaro highlighted the addition would provide students with a more integrated, hands-on learning experience, including lab work with genomics. Favaro also highlighted a curricular change, including removing the recommended electives options for students.

MOTION: #14-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Bachelor of Science, Major in Biology, Cooperative Education Option, and the Bachelor of Science (Honors), Major in Biology, Cooperative Education Option programs, effective September 1, 2024 and as recommended by Senate.

11. President's Report

11.1. Report to the Board

Alan Davis, President, shared his report and highlighted that the Spring semester is off to a great start with stable domestic enrollment despite slightly declined international enrolment. He noted that there is fierce competition in Canada with international student enrollment, therefore the university is diversifying its sources.

The President shared his experience from the New Moon Gala, noting it was a great event and anticipates to attend again in the future.

12. Provost's Report

12.1. Report to the Board

Diane Purvey presented the Provost report.

- | | |
|---|--|
| 13. Senate Reports | Senate reports from December 2023 and January 2024 were included in the meeting package. |
| 14. Next Meeting Agenda Contribution | <p>Board members were asked to send contributions for the next meeting agenda to the Board Office at least two weeks in advance of the meeting.</p> <p>A member requested for more information on domestic enrollment and the student satisfaction survey for domestic or international students. President Davis informed more information will be brought to the Board in future meetings.</p> |
| 15. For the Good of the Order | President Davis welcomed Tracy Germaine, new Associate Vice-President of Finance. |
| 16. Feedback on the Meeting | There was no other feedback on the meeting. |
| 17. Closing Remarks | <p>The Chair thanked everyone, including Board Members for attending and contributing to the discussions. The Chair also thanked the guests who attended the meeting.</p> <p>The Chair commended the Finance team on their hard work with developing the budget in a changing, dynamic environment,</p> |
| 18. Next Meeting | The next meeting has been scheduled for Wednesday, March 27, 2024. |
| 19. Adjournment | The meeting adjourned at 5:34 pm. |

Board Chair

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Number: 4.2

Meeting Date: March 27, 2024

Presenter(s): Carroll Boydell

AGENDA TITLE: PROGRAM DISCONTINUANCES: BACHELOR OF ARTS, MAJOR IN COMMUNITY CRIMINAL JUSTICE and BACHELOR OF ARTS (HONOURS), MAJOR IN COMMUNITY CRIMINAL JUSTICE

ACTION REQUESTED: Motion

RECOMMENDED RESOLUTION

THAT the Board of Governors approve the discontinuation of the Bachelor of Arts, Major in Community Criminal Justice and the Bachelor of Arts (Honours), Major in Community Criminal Justice, effective September 1, 2024.

COMMITTEE REPORT

On March 18, 2024 Senate approved the discontinuation of the Bachelor of Arts, Major in Community Criminal Justice, effective September 1, 2024.

On March 8, 2024, the Senate Standing Committee on Academic Planning and Priorities (SSCAPP) recommended that Senate approve the discontinuation of the Bachelor of Arts, Major in Community Criminal Justice, effective September 1, 2024.

Context and Background

Intakes to the Bachelor of Arts, Major in Community Criminal Justice were suspended by the Dean of Arts in 2017. In order to reopen intakes, substantial revisions to the degree were needed. After much discussion on how to move forward, the Criminology Department voted in May 2022 to discontinue the degree.

Resource Requirements

N/A

Implications/Risks

N/A

Consultations

- David Burns, Office of the Provost (oPro): Dec 22, 2023
- Meredith Laird, Office of the Provost (oPro): Dec 22, 2023
- Diane Purvey, Provost: December 28, 2023
- Arts Standing Committee on Curriculum: February 9, 2024
- Arts Faculty Council: February 16, 2024

Attachments:

1. Appendix A – Proposal to Discontinue BA, Comm Crim Justice Major and Honours
-

Submitted by

Michelle Molnar, Administrative Coordinator, University Senate

Date submitted

March 19, 2024

Appendix A - Proposal to Discontinue:

Bachelor of Arts, Major in Community Criminal Justice

Bachelor of Arts (Honours), Major in Community Criminal Justice

- i. All impacted credentials and specific discipline or field of study:*
Bachelor of Arts, Major in Community Criminal Justice
Bachelor of Arts (Honours), Major in Community Criminal Justice
- ii. Locations of program:*
KPU Langley, KPU Richmond, and KPU Surrey.
- iii. Faculty & Department offering programs:*
Faculty of Arts, Department of Criminology.
- iv. Anticipated final date of discontinuance:*
September 2024.
- v. Reasons for discontinuance of program:* There are multiple reasons why we are proposing to discontinue this program. First, there is a lack of enrollment demand for the program. Second, the degree no longer conforms to Ministry standards. Third, there is inadequate institutional support to the revise the degree to conform to Ministry standards. More detail on these issues is included in subsequent sections of this proposal.
- vi. Plan for Phasing-out of Program:*
 - a. Steps taken to consult with faculty and staff regarding phasing out:* In February 2016, the Dean of Arts informed the Criminology Department that revisions to Major and Honours degrees in Community Criminal Justice were inadvertently not forwarded for approval to what is now called the Ministry of Post-Secondary Education and Future Skills. As such, the revised version of the degrees could not be offered and the degree was converted back to the pre-program change Major and Honours degrees in Community Criminal Justice curriculum and structure. Shortly thereafter, the university determined that the original Major and Honours degrees in Community Criminal Justice no longer met provincial requirements for university degrees and could not be offered in its current form. As such, intakes for the program were suspended. After various lengthy discussions about the future of the program, with consideration of the time and resources required to reinstate the degrees and the low number of students enrolled in the program at the time of suspension of new intakes, the Criminology Department voted in 2022 to discontinue the program.
 - b. Steps taken to consult with students regarding phasing out:* Only six students were enrolled in the Major and Honours degrees in Community Criminal Justice degrees when intakes were first suspended by the Dean's office in 2017. The low rate of enrollment was likely due in part to the fact that Criminology students are permitted to take courses that were requirements for the Major and Honours degrees in Community Criminal Justice degrees, including a criminology and justice practicum and service learning course. KPU Records and Graduation has confirmed that the last

student to complete a Bachelor of Arts, Major in Community Criminal Justice or a Bachelor of Arts (Honours), Major in Community Criminal Justice degree graduated in 2018 and that no students are currently enrolled in the program. As such, consultations with students have not occurred because there are no students in the program with whom to consult.

- c. *Steps taken to ensure students in the program have the opportunity to complete the program:* As previously mentioned, all students who were enrolled in the Major and Honours degrees in Community Criminal Justice degrees have graduated.
- d. *Steps taken to consult with other impacted departments, faculties, and units:* For lower division courses, students taking the Major and Honours degrees in Community Criminal Justice degrees were required to take PSYC 1100 Introduction to Psychology: Basic Processes, SOCI 1125 Introduction to Society: Processes and Structures, and one of PHIL 1100, 1110, 1145, or 1150. All of these introductory courses are requirements or electives for multiple degrees at KPU. As they serve many other programs, the discontinuance of the Major and Honours degrees in Community Criminal Justice degrees is unlikely to have a significant impact on enrollment in these courses. Only one upper division requirement for the Major and Honours degrees in Community Criminal Justice degrees was from outside of Criminology, CMNS 3100 Technical Report Writing. Given the low declaration rate of students into the program, the decrease in students taking the CMNS 3100 has likely been negligible as well.
- e. *Impact on and/or reorganization of curriculum in cognate disciplines:* The courses required for the Major and Honours degrees in Community Criminal Justice degrees impart important skills and content to students, and enrollment in these courses remains strong despite the suspension of intakes for the program. As part of Criminology's most recent Program Review, the department is examining ways to include some of these courses into the requirements for the Bachelor of Arts, Major in Criminology degree, while others will continue to be offered as electives. As such, the Criminology department has no current plans to discontinue any of the Criminology courses that previously supported the Major and Honours degrees in Community Criminal Justice degrees. On the contrary, these courses continue to be offered to Criminology students regularly.
- f. *Timeline of activities:* This information is included in previous sections of this proposal.

vii. *Contact information for further review:*

Name: Dr. Carroll Boydell

Titles: Criminology Degree Coordinator, Co-Chair

Phone: 604-599-3416

Email: Carroll.Boydell@kpu.ca

viii. *Potential legal implications as a result of the program discontinuance:* N/A.

ix. *Approval from Provost:* December 22, 2023

KSA Fees for the **Upcoming** (2024/25) Academic Year*

Note: All fee changes for an Academic Year must be presented to KPU's Board of Governors at the January meeting.
Contact boardofgovernors@kpu.ca for associated meeting submission deadlines.

* To reference fees for the **Current** Academic Year visit: calendar.kpu.ca/registration/tuition-mandatory-student-fees/

KSA Fee Description	Amount in Calendar	Code	Per Credit Charge	Max Charge	Flat Amount
Canadian Federation of Students	\$ 5.29	CFS	\$	\$	\$
Student Association Dental Plan	\$	DNTL		\$	\$119.83
Student Association Extended Health Plan	\$	MEDI	\$	\$	\$92.59
Lobby Fund	\$	LOBB	\$0.47		
Bursary Fund	\$	BURS	\$	\$	\$1.29
Student Publication Fee (The Runner)	\$	SPUB	\$0.75		
SUB Capital Fee	\$	KSUB	\$3.74		
START Volunteer Program	\$	KSTR	\$0.51		
Reboot Computer Service	\$	KCOM	\$0.43		
Clubs and Events Fund	\$	KCLB	\$0.81		
Intramurals (ActiveKSA) Fund	\$	KINR	\$0.41		
Operating Fund	\$	KOPR	\$3.89	\$61.96	
Operating Fund	\$	KOPR	\$3.89	\$61.96	\$11.60
Peer Support Program	\$	KCOU	\$0.32		
Student Advocacy Service	\$	KADV	\$0.32		
Social Justice Fund	\$	KSJU	\$0.26		
KSA Multi-Pass Fee	\$	varies by month		\$	\$10.58
U-Pass BC Fee	\$	varies by month		\$	\$46.00
† to a maximum of \$ 61.96 per semester					

Please fill in all amounts indicated in **yellow**.

Fixed term and continuous intake students – weekly basis

KSA Fee Description
Canadian Federation of Students
Student Association Dental Plan
Student Association Extended Health Plan
Lobby Fund \$0.41 per week
Bursary Fund \$0.13 per week
Student Publication Fee (The Runner) \$0.69 per week
SUB Capital Fee \$3.36 per week
START Volunteer Program \$0.44 per week
Reboot Computer Service \$0.37 per week
Clubs and Events Fund \$0.72 per week
Intramurals (ActiveKSA) Fund \$0.35 per week
Operating Fund \$3.70 per week
Operating Fund
Peer Support Program \$0.27 week
Student Advocacy Service \$0.27 per week
Social Justice Fund \$0.21 per week
KSA Multi-Pass Fee Charged monthly
U-Pass BC Charged monthly
† to a maximum of \$ 61.96 per semester



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Surrey, BC V3W 2M8

Reception: 604.599.2126

Fax: 604.599.2432

Website: www.kusa.ca

January 30, 2024

Zena Mitchell
KPU Vice-President, Students

Re: KSA Annual Fee Change Letter 2024 -2025 Academic Year

Dear Zena Mitchell,

Pursuant to Section 21(1) of the *University Act* of British Columbia, please consider this letter as formal notice of the changes to fees of the Kwantlen Student Association for the **2024-2025 academic year** for consideration at a KPU Board of Governors Meeting.

Further to our letter dated January 10, 2024, the Canadian Federation of Students (CFS) has "advised that based on the increase from 151.242 in 2022 to 157.108 in 20231 – an increase of 3.879 per cent – the fee per individual member for the 2024-25 academic year will be as follows" -

Canadian Federation of Students Fees:

- a. Beginning **1 September 2024** - For all KSA members \$5.50 per student per semester

A copy of the letter from the CFS is also attached for your perusal.

Thank you for your continued cooperation and support of KPU students.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Abdullah', is written over a horizontal line.

Abdullah Randhawa, KSA, President / University Affairs

A handwritten signature in black ink, appearing to read 'Timothii', is written over a horizontal line.

Timothii Ragavan, KSA, Executive Director

Cc Sonia Banwait, Interim Executive Assistant KPU Office of Board of Governors
Lily Chong, KPU University Secretary, Executive Assistant to President and Vice Chancellor
Nick Bransford, KPU Divisional Business Manager, Student Services
Joshua Mitchell, Associate VP, Student Affairs
Maryam.Garreht, Executive Assistant, Office of VP Students
Amitoj Singh, KSA, VP Finance and Operations
Rolando Navarro, KSA Financial Controller

BOARD OF GOVERNORS – REGULAR MEETING

Agenda Number: 5.2

Meeting Date: March 27, 2024

Presenter(s): Lori McElroy

AGENDA TITLE: PROPOSED PERFORMANCE METRICS FOR VISION 2026

ACTION REQUESTED: Motion

RECOMMENDED RESOLUTION

THAT the Board of Governors approve the metrics for reporting on the progress of VISION 2026, as recommended by the Board Governance Committee.

COMMITTEE REPORT

On March 13, 2024, the Board Governance Committee recommended the Board of Governors approve the metrics for reporting on the progress of VISION 2026.

Context and Background

VISION 2026 was approved by the Board in May 2023. In order to measure progress on the goals, we need performance metrics for each goal. These will be reported in our annual Accountability Plan & Report (APR). The APR becomes a public document once approved by the Board and the Ministry and will be posted on both the Ministry and KPU websites.

Key Messages

1. VISION 2026 has 5 themes, with three goals for each theme, for a total of 15 goals.
2. At least one metric is proposed for each goal. For some goals, more than one metric is proposed to more fully capture progress on the goal. Some of the metrics are required by the Ministry and so are outside of this approval process. These are identified with (PSFS) following the metric.
3. Many of the goals were in VISION 2023 and so had performance metrics, which are also provided. Note, in some cases we are proposing changes to the metric.

Resource Requirements:

None:

Implications/Risks

Performance metrics are necessary so we can track progress on VISION 2026, and identify where more focus may be required to ensure continued progress.

Consultations

The people consulted about each metric are included in the attachment.

Attachments

1. Performance Metrics for VISION 2026: Draft
-

Submitted by

Dr. Lori McElroy, AVP, Planning & Accountability

Date submitted

March 13, 2024

Performance Metrics for VISION 2026: Draft

There are 15 goals in Vision 2026. We need at least one performance metric for each goal. Each measure should meet the following criteria:

1. Relates to the goal in a meaningful way and helps inform decision making
2. Can be objectively measured and is repeatable, so progress can be assessed over time
3. Can be influenced by actions that KPU can take
4. Can be a weighted combination of more than one measure, or just one measure

Many of the goals were in Vision 2023, and hence have metrics. Some of these are required by the Ministry and so will be retained. For VISION 2023, there were 24 metrics, one KPU goal for each metric, plus 12 ministry metrics which aligned with some of the goals.

Each of the KPU metrics has been reviewed to determine whether they should be retained or replaced, and whether an additional metric is also needed. New metrics have been identified for the new goals. Although no one measure can fully capture progress on a goal, we want to limit the number of metrics to give a good sense of progress without overwhelming the audience (the board and the public) with too much information so the number of metrics per goal have been deliberately limited.

The appendix contains a list of all the people who were consulted for each goal.

Proposed Metrics for VISION 2026

Note, metrics identified with (PSFS) are required by the Ministry.

Goal	Metrics for VISION 2023	Metrics for VISION 2026
<p>A. Experience: We will</p> <p>A1. Enhance the experience of our students</p>	<p>Proportion of students reporting satisfaction with their educational experience at KPU (KPU)</p> <p>Proportion of graduates that report satisfaction with their education (PSFS)</p> <p>Proportion of graduates that assess their quality of instruction positively (PSFS)</p>	<ol style="list-style-type: none"> 1. Proportion of students reporting satisfaction with their educational experience at KPU (Student Satisfaction Survey) 2. Proportion of students feeling part of the KPU community (Student Satisfaction Survey) 3. Proportion of students reporting satisfaction with campus life (Student Satisfaction Survey) 4. % of sections with zero textbook costs 5. Number of WIL opportunities and number of students experiencing WIL <p>Note, student experience will also be impacted by work on the three Justice Goals (D1, D2, D3) as well as the Wellness goal (A3)</p>
<p>A2. Enrich the experience of our employees</p>	<p>Proportion of employees who feel supported and valued (KPU)</p>	<p>Proportion of employees who are satisfied with working at KPU (Employee survey)</p> <p>To understand the satisfaction ratings also collect views about workload, salary, respectful workplace, resources to do the job effectively, PD opportunities, but these aren't the metric</p>

Goal	Metrics for VISION 2023	Metrics for VISION 2026
A3. Support the health and wellness of our students and employees	NEW	<p>Note, employee experience will also be impacted by work on the three Justice Goals (D1, D2, D3) as well as the Wellness goal (A3)</p> <ol style="list-style-type: none"> 1. Assess student wellness through survey questions and create wellness scores on dimensions of well-being such as emotional, physical (Student Satisfaction Survey). 2. Assess employee wellness through survey questions and create wellness scores on dimensions of well-being such as emotional, physical (Employee feedback Survey). <p>Note, student and employee wellbeing will also be impacted by work on the three Justice Goals (D1, D2, D3)</p>
<p>B. Sustainability: We will</p> <p>B1. Foster cultural, social and environmental sustainability through our offerings, research and operations</p>	<p>STARS ranking of institutionalization of sustainability (KPU)</p>	<ol style="list-style-type: none"> 1. Number of courses in the Climate Plus Challenge; Target would be increase over time. 2. Number of research projects that address sustainability; Target would be increase over time. 3. Operational: reduction in total green-house gas emissions from KPU buildings; increase in campus waste diversion rate; increase in use of sustainable transportation methods by KPU employees and students <p>Note, Social Sustainability is addressed under the three Justice Goals</p>

Goal	Metrics for VISION 2023	Metrics for VISION 2026
B2. Integrate planning to sustain institutional health by aligning KPU operations with our resources	Average number of seats filled per class (KPU)	Proportion of students reporting they have access to the courses they want (Student Satisfaction Survey). This reflects effectiveness of integrated planning.
B3. Ensure financial sustainability for KPU through long-term financial and enrolment planning	NEW	<ol style="list-style-type: none"> 1. Net operating revenues ratio: This is a financial performance metric that provides an indication of the extent to which an institution is generating positive cash flow in the long run to be financially sustainable. It is calculated as cash flow from operating activities divided by total revenues. Cash flow from operating activities is actual cash and represents the amount of cash an organization generates or consumes from carrying out its operating activities over a period of time. 2. Net income or loss ratio: This is a financial performance metric that measures the percentage of an institution's revenues that contribute to its net assets. It provides insight into how well an institution is able to manage its overall expenses and its objective is to track trends in an institutions' net earnings. The ratio is calculated as total revenues minus total expenses divided by total revenues. 3. Tuition revenue over all academic expenses: . A decline in this ratio would demonstrate a decrease in revenues to cover expenditures especially if related expenses remain the same. It is calculated as total tuition revenue divided

Goal	Metrics for VISION 2023	Metrics for VISION 2026
<p>C. Creativity: We will</p> <p>C1. Foster teaching excellence and expand innovation in teaching, learning and curriculum</p> <p>C2. Expand activity, funding, intensity and impact of research, scholarship and innovation partnerships</p>	Proportion of educators indicating satisfaction with the resources available to innovate (KPU)	<p>by academic support and instruction (all activities related to the support and delivery of education including cost of instructors, academic management, support staff and related support costs.</p> <ol style="list-style-type: none"> 1. Proportion of teaching faculty indicating satisfaction with supports for teaching. 2. Proportion of teaching faculty indicating satisfaction with supports for curriculum development (new and revised)
	Proportion of faculty reporting satisfaction with support for research (KPU)	<ol style="list-style-type: none"> 1. Number of students that receive at Student Research and Innovation Grant 2. Number of students engaged in research and student satisfaction with opportunities to be engaged in research (collected through the Student Satisfaction Survey) 3. Number of employees engaged in research and how many engage students in this research (collected to employee survey) 4. Number of Employees receiving support for research through course releases, 0.6 awards, Ed leaves and research chair appointments 5. Number of research partners

Goal	Metrics for VISION 2023	Metrics for VISION 2026
C3. Embolden creative problem solving across KPU's operations	Proportion of employees who agree with the statement: "This organization supports the development of new ideas that contribute to our future success." (KPU)	Proportion of employees who agree with the statement: I feel empowered to take calculated risks to solve problems at KPU. (Employee survey) To understand their views, also collect views on their ability to anticipate the changes occurring in work and society, and have the resources to incorporate creative problem solving into their daily operations.
D. Justice: We will D1. Foster decolonization and reconciliation	NEW	General Approach: Create an overall metric that reflects the overall progress on the KPU Pathway to Systemic Transformation. Progress on each of the ten paths on the 6 pathways will be assessed separately as follows: 0: no progress 1: minimal progress 2: moderate progress 3: substantial progress With 10 paths on each pathway, the maximum score is 180. The target would be to increase each year until the maximum is achieved The Indigenous Advisory Committee could be consulted. I recommend presenting them with your proposed assessment, with the rationale. The committee can either endorse it, or recommend a change. Number of Indigenous student spaces (PSFS)

Goal	Metrics for VISION 2023	Metrics for VISION 2026
		<p>Number of Indigenous student graduates</p> <p>Number of Indigenous employees</p> <p>Note: actions in this area will impact the three Experience goals (A1, A2, A3)</p>
D2. Advance Antiracism across KPU	NEW	<p>General Approach: Create an overall metric that reflects the overall progress on the 64 recommendations from the Task Force on Anti-Racism.</p> <p>Each of the 64 recommendations could be assessed separately as follows:</p> <ul style="list-style-type: none"> 0: no progress 1: minimal progress 2: moderate progress 3: substantial progress/complete (some may not have a clear completion, may be ongoing) <p>The assessments for each recommendation would then be totaled. The target would be to increase each year until the maximum of 192 is achieved.</p> <p>Note: actions in this area will impact the three Experience goals (A1, A2, A3).</p>
D3. Advance equity, diversity, inclusion and accessibility across KPU	NEW	<ol style="list-style-type: none"> 1. Assess progress on developing the EDI Action Plan 2. Assess progress on implementing KPU's Accessibility Plan.

Goal	Metrics for VISION 2023	Metrics for VISION 2026
<p>E. Quality: We will</p> <p>E1. Ensure continuous improvement of all KPU programs and services</p>		<p>3. Proportion of students that perceive they are treated fairly at KPU regardless of their (measured separately: religion, ethnicity, ability, age, gender, sexual orientation (Student Satisfaction Survey)</p> <p>4. Proportion of employees that perceive they are treated fairly at KPU regardless of their (measured separately: religion, ethnicity, ability, age, gender, sexual orientation (Employee Survey)</p> <p>5. The 50/30 survey results.</p> <p>Note: actions in this area will impact the three Experience goals (A1, A2, A3)</p>
	<p>Number of completed program reviews (KPU)</p> <p>Graduate unemployment rate (PSFS)</p> <p>Proportion of graduates who agree their education helped them develop skills (PSFS)</p> <p>Proportion of graduates reporting their program-developed knowledge and skills are useful for performing their job (PSFS)</p>	<p>1. The percentage of programs that are compliant with policy AC3, program review. This number is currently less than 100%. The target would be 100%</p> <p>2. Proportion of graduates that assess their quality of instruction positively (PSFS—moved from A1)</p> <p>3. Proportion of graduates that report satisfaction with their education (PSFS—moved from A1))</p> <p>4. Proportion of graduates who agree their education helped them develop skills (PSFS)</p>

Goal	Metrics for VISION 2023	Metrics for VISION 2026
		<p>5. Proportion of graduates reporting their program-developed knowledge and skills are useful for performing their job (PSFS)</p> <p>6. Graduate unemployment rate (PSFS)</p> <p>Action in this area will impact the Student and Employee Experience goals (A1, A2)</p>
E2. Hold each other responsible for our promises and our expectations	Proportion of employees agreeing with the statement: “My co-workers work together to achieve our goals.” (KPU)	Proportion of employees who agree that KPU promotes a culture of shared responsibility and accountability (Employee survey)
E3. Be accountable and transparent to our friends, communities, partners and governments	<p>Proportion of friends (e.g., external reviewers, advisory board members, KPU Foundation) who feel that their contributions to KPU are valued</p> <p>Proportion of community members who would consider attending KPU themselves or would consider it for their children (KPU)</p> <p>Number of credentials awarded to domestic students (PSFS)</p> <p>Number of domestic FTEs (PSFS)</p> <p>Number of health FTEs (PSFS)</p>	<p>1. Proportion of friends (PAC members, formal partners, WIL partners, Co-op, clinical placement, and research partners) who agree that KPU is being transparent and accountable. (Partners Survey)</p> <p>Also measure proportion who feel that their contributions to KPU are valued although this may not be part of the metric. (Partners Survey)</p> <p>Plus Accountability to Government assessed through ministry required metrics:</p> <p>2. Number of credentials awarded to domestic students (PSFS)</p> <p>3. Number of domestic FTEs (PSFS)</p>

Goal	Metrics for VISION 2023	Metrics for VISION 2026
	<p>Number of developmental FTEs (PSFS)</p> <p>Seat utilization for STBC-funded Foundation programs (STBC)</p> <p>Seat utilization for STBC-funded Apprenticeship programs (STBC)</p>	<p>4. Number of health FTEs (PSFS)</p> <p>5. Number of developmental FTEs (PSFS)</p> <p>6. Seat utilization for STBC-funded Foundation programs (STBC)</p>

Appendix: Consultation

Consultation about the metrics will be carried out in Fall 2024. The people to be consulted for each goal, at a minimum, are provided in the following table. Others may be added if recommended by those being consulted.

Goal	Consult
A. Experience: We will	
A1. Enhance the experience of our students	Zena Mitchell Josh Mitchell Nadia Henwood Carole St. Laurent Diane Purvey Leeann Waddington
A2. Enrich the experience of our employees	Laurie Clancy Catherine Dube Alan Davis Leeann Waddington
A3. Support the health and wellness of our students and employees	Zena Mitchell Josh Mitchell Laurie Clancy Catherine Dube
B. Sustainability: We will	
B1. Foster cultural, social and environmental sustainability through our offerings, research and operations	Diane Purvey Deepak Gupta/Amit Shukla Brent Elliot Chani Joseph Alicia Gowan Lucas Ozols-Mongeau Peter Smailes Christina Shorthouse Maryanne Eve
B2. Integrate planning to sustain institutional health by aligning KPU operations with our resources	Lori McElroy Alan Davis PUE
B3. Ensure financial sustainability for KPU through long-term financial and enrolment planning	Chervahun Emilien Alan Davis Peter Smailes Lori McElroy
C. Creativity: We will	
C1. Foster teaching excellence and expand innovation in teaching, learning and curriculum	Leeann Waddington Diane Purvey
C2. Expand activity, funding, intensity and impact of research, scholarship and innovation partnerships	Deepak Gupta/Amit Shukla Diane Purvey
C3. Embolden creative problem solving across KPU's operations	Laurie Clancy Catherine Dube Alan Davis

Goal	Consult
<p>D. Justice: We will</p> <p>D1. Foster decolonization and reconciliation</p> <p>D2. Advance Antiracism across KPU</p> <p>D3. Advance equity, diversity, inclusion and accessibility across KPU</p>	<p>Gayle Bedard</p> <p>Alan Davis</p> <p>Asma Sayed</p> <p>Trina Prince</p> <p>Fiona Whittington-Walsh</p> <p>Romy Kozak</p> <p>Asma Sayed</p>
<p>E. Quality: We will</p> <p>E1. Ensure continuous improvement of all KPU programs and services</p> <p>E2. Hold each other responsible for our promises and our expectations</p> <p>E3. Be accountable and transparent to our friends, communities, partners and governments</p>	<p>Zena Mitchel</p> <p>Peter Smailes</p> <p>Diane Purvey</p> <p>Leeann Waddington</p> <p>Lori McElroy</p> <p>SSC on Program Review</p> <p>Laurie Clancy</p> <p>Catherine Dube</p> <p>Alan Davis</p> <p>Diane Purvey</p> <p>Randall Heidt</p> <p>Alan Davis</p>