

BOARD OF GOVERNORS - REGULAR MEETING

Minutes of Regular Meeting

Wednesday, June 26, 2024

4:00 p.m. – 5:23 p.m.

MS Teams

Present: Board

Kim (Kwuntlunaat) Baird, Chancellor
Rhiannon Bennett, Vice-Chair
Ivy Chen, Chair
Alan Davis, President & Vice-Chancellor
Muhammad Afzal Malik
Lyndsay Passmore
Rod Ross
Amos Kambere
Ishant Goyal

University G8 members

Chervahun Emilien, Chief Financial Officer
Zena Mitchell, Vice-President, Students
Diane Purvey, Provost & Vice-President, Academic
Peter Smailes, Vice-President, Administration
Brent Elliott

Presenters and Administrative Resources

Sonia Banwait, Executive Assistant, Board of Governors
Lily Chong, University Secretary & Executive Assistant to the President & Vice Chancellor
David Connop Price, Director, Communications and Media Relations
Lori McElroy, Associate Vice-President, Planning and Accountability

Regrets: Michael Chang

Paul Choi
Laurie Clancy
Randall Heidt
Aryan Kalia
Takashi Sato
Asma Sayed
Amanda Smith-Weston
Waheed Taiwo

**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 #42-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the regular meeting agenda for June 26, 2024.

3. Conflict of Interest

No other conflict of Interest was declared.

4. Approval of Consent Agenda

MOTION #43-23/24

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

4.1. Minutes of the May 22, 2024 Regular Board of Governors Meeting.

5. Annual Report to the Board on SR14 Sexual Violence and Misconduct Policy

Jennifer Jordan, Director, Student Rights and Responsibilities, presented the annual report on the Sexual Violence and Misconduct Policy (SR14) and shared the report has been prepared after consultations with KPU's Sexual Violence & Misconduct Advisory Group to inform the President and Board of Governors of policy-related implementation activities that have taken place over the past year. Jordan informed the Board that the Student Rights and Responsibilities Office (SRRO) has a broader mandate than just the implementation and administration of Policy SR14, it also handles administering policy ST7 Student Non-Academic Misconduct and handling reports of students displaying behaviors of concerns.

Jordan highlighted key points of the report, noting that that the SRRO is also working with instructors from various institutions to explore restorative justice and prevention of sexual violence. Additionally, the office has created an anonymous reporting webpage for students and employees to submit information. Jordan noted that SRRO has utilized Ministry funding to enhance the reporting system by creating four videos that aid in conveying important information to students in an engaging format. The SRRO also offers a digital badge for completion of online modules in *Safer Campuses for Everyone*, which is available to the whole KPU Community.

Lastly, Jordan shared SRRO's goals for the next year and will report on them next June.

6. Governance Committee Report

6.1. Committee Chair Report

Amos Kambere, Committee Chair, informed the committee met on June 19, 2024 and noted the items discussed at the meeting are on the agenda.

6.2. Accountability Plan & Report 2023/24

Lori McElroy, Associate Vice-President, Planning & Accountability, shared the Accountability Plan Report for 2023-24 and noted that the report is currently in draft mode and missing some metrics that will soon be incorporated into the report. The report will also include new metrics from Vision 2026. McElroy shared that the Ministry has changed their reporting process and Accountability Plan will be reviewed by the Ministry and be finalized in the summer. It will then be brought to the Board for approval in the Fall, as opposed to it normally coming to approval in the June meeting.

Lastly, McElroy noted that the theme of the report focuses on research at KPU and there is a chapter focusing on student researchers, as well as the cover page highlighting research.

6.3. Traditional Chinese Medicine (TCM) Program Update

Diane Purvey, Provost, informed the committee that the Ministry's Degree Quality Assessment Board (DQAB) has required that KPU offer more Arts and Sciences courses or a practicum option before the TCM program can be approved at a master's level. Therefore, KPU is adding an additional (tenth) semester to the program to include an option for students to either enroll in Arts/Sciences courses or to complete a practicum term, so they can be licensed and practice in BC upon completion of the program.

The Provost noted there would be no additional costs associated for the option of an additional term as the classes are already available, however there would be a cost to the practicum of 1.25 FTE which can be absorbed by the Faculty of Health or the Provost Office.

DQAB has verbally approved the changes and KPU is currently waiting for the formal acceptance letter.

6.4. Board Appointments: Appointed and Elected Members

Lily Chong, University Secretary, provided an update on Board appointments for the 2024-25 year and noted KPU has not received an update from the Ministry on appointment and re-appointments as it normally does around this time this year. Updates will be shared once the information from the Ministry is received.

The University Secretary shared a list of the newly elected student and faculty representatives for 2024-25 and acknowledged the outgoing members attending the meeting. The University Secretary and Board Chair thanked the departing members for their hard work and service over their terms.

7. Human Resources Committee Report

7.1. Committee Chair Report

Amos Kambere, Committee Vice- Chair, informed the committee met on June 6, 2024 and there was nothing to report.

8. Audit Committee Report

8.1. Committee Chair Report

Ivy Chen, Committee Chair, informed that the committee met on June 18, 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 June 18, 2024 and items are on the agenda.

9.2. FY2025-26 University Draft Budget Principles and Priorities

Chervahun Emilien, Chief Financial Officer, commented that the FY 2025-26 university budget development process is in the planning stages and noted that the budget principles and priorities are used to guide and support decision making throughout the budget process. Emilien noted that the FY 2025-26 budget principles and priorities have not changed from those presented and approved by the Board for FY 2024-25 and informed that strategic priorities from Vision 2026 are being incorporated into the budget and

priorities to ensure that the University is working towards the same goals.

MOTION #44-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the University Draft Budget Principles and Priorities for FY2025-26, as recommended by the Board Finance Committee.

9.3. FY2024-25 Consolidated Budget Document

Chervahun Emilien shared the FY2024-25 Consolidated Budget Document that outlines the FY 2024-25 operating budget details, operating expense budget by executive leadership portfolio and capital budget which also includes side-by-side comparison of the FY2023-24 principles and priorities. Emilien noted the purpose of the document is to have all budget statements accessible in one document and informed the budget process and appendices will be posted publicly.

MOTION #45-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the FY 2024-25 Consolidated Budget Document, as recommended by the Board Finance Committee.

9.4. KPU Community Trust Lease

Brent Elliott, Associate Vice-President, Campus and Community Planning, informed that KPU Communities Trust (KPUCT) has been operating virtually since inception and are now looking to obtain their first office space. KPU and KPUCT have been in conversations to license office space on the 9th floor of the KPU Civic Plaza for their first premises. Elliott noted that as KPUCT is a for-profit organization, KPU will collect fees to cover operational and overhead costs.

MOTION #46-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the execution of a License Agreement between the KPU Communities Trust (KPUCT) and KPU, based on the terms and conditions provided in the report titled “KPU Communities Trust License Agreement”, dated June 7, 2024, for the term of July 1st, 2024 to June 30th, 2027, having determined that the licensed disposal will not affect the future delivery of educational programs, as recommended by the Board Finance Committee.

9.5. New License – Paterson Park

Brent Elliott presented the Paterson Park License between KPU and the City of Delta and shared that the renewal terms are for five years starting July 1, 2024 to May 31, 2029, with an option to extend for an additional five years, subject to mutual agreement between the two parties.

Elliott noted the only new change in the renewal is the new provision that the City of Delta is required to monitor conditions and use of the park, and pay for any costs of repairs that arise. Peter Smailes, Vice-President, Administration, noted that the lease has a 30-day out-clause should something arise that necessitates terminating the lease.

MOTION #47-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the renewal of the License Agreement between the City of Delta and KPU for the City's use of KPU's portion of Paterson Park for a five-year term from July 1, 2024 to May 31, 2029, as recommended by the Board Finance Committee.

9.6. Maple Leaf Education North America (MLENA) License Agreement

Brent Elliott informed that KPU and Maple Leaf Education North America (MLENA) has expressed interest in exercising one of its 1-year renewal options to accommodate an evolution of MLENA's offerings of an additional Mandarin testing center at the KPU Richmond campus. Although, there are no changes to the existing tenant use, the changes in the use of space to accommodate the offering has necessitated that a number of new terms and conditions be added to the agreement, hence the need to establish a Third Amended and Restated License Agreement. The License term will commence on September 15, 2024 to September 14, 2025, with an option to renew for one additional year.

MOTION #48-23/24

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the execution of a Third Amended and Restated License Agreement between the Maple Leaf Education North America ("MLENA") and KPU, based on the terms and conditions provided in the report titled "Maple Leaf Education North America Third Amended and Restated License Agreement", dated June 7, 2024, for the term of September 15,

2024 to September 14, 2025, having determined that the likened disposal will not affect the future delivery of educational programs, as recommended by the Board Finance Committee.

9.7. KPU Communities Trust CARG Application Update

Peter Smailes informed that KPU has shared their Capital Asset Reference Guide (CARG) Application with the Ministry and have had discussions on what they are looking for in the submissions. KPU has learned that the Ministry is prioritizing housing as the main concern and as such, KPU will shift its focus to address how to target the housing concern in the application prior to taking it back to the Ministry for approval, after the Provincial election.

10. President's Report

10.1. Report to the Board

Alan Davis, President, noted the report is attached to the package as well as in the Board Report included in the Appendix.

11. Provost's Report

11.1. Report to the Board

Diane Purvey, Provost, shared the full report is included in the attached Board Report. The Provost highlighted that KPU and KFA have come to an agreement to find special projects for faculty in departments with low enrollment numbers, to avoid potential layoffs in the Fall and Summer terms. These projects include community engagement by working with high schools to endorse KPU, develop new programs and explore partnerships.

Additionally, the Provost highlighted the work the Faculty Trades and Technology has been doing and acknowledged their work on offering inmates at the Correctional Services of Canada training in carpentry and welding as means of rehabilitation. Further, the Provost added that Youth Train and Trades, a program for high school students to enroll and receive credits towards their post-secondary apprenticeship, has now expanded to 15 school districts. The Faculty of Trades and Technology will also be providing additional training for high school teachers in Trades programs during Spring break on KPU campuses as means of upgrading to in the changing trades.

12. Senate Reports	Senate reports from May 27, 2024 and June 24, 2024 was included in the meeting package.
13. Next Meeting Agenda Contribution	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.
14. For the Good of the Order	There were no additional items identified.
15. Feedback on the Meeting	There was no other feedback on the meeting.
16. Closing Remarks	The Chair thanked everyone, including Board Members for attending and contributing to the discussions. The Chair also thanked the guests who attended the meeting.
17. Election of Board Chair and Vice-Chair	<p>Lily Chong, University Secretary, informed two elections will be conducted for Board Chair and Board Vice-Chair. There will be three calls for nominations and nominees must have been notified of their nominations in advance.</p> <p>The University Secretary conducted the first call of nominations for Board Chair, Board of Governors, for the term of August 1, 2024 – July 31, 2025.</p> <p>First call: Rhiannon Bennett nominated Ivy Chen Second Call: Ishant Goyal nominated Muhammed Afzal Malik Third Call: No nominations</p> <p>Voting was conducted by a show of hands and Ivy Chen was elected as Board Chair of the KPU Board of Governors.</p> <p>Lily Chong conducted another call of nominations for Board Vice-Chair, Board of Governors, for the term of August 1, 2024 to July 31, 2025.</p> <p>First call: Ivy Chen nominated as Rhiannon Bennett Second call: No nominations Third call: No nominations</p> <p>Rhiannon Bennett was acclaimed as Board Vice-Chair of the KPU Board of Governors.</p>
18. Recognition of Departing Board Members	Ivy Chen and the Board acknowledged Amos Kambere, Takashi Sato, Ishant Goyal, Waheed Taiwo and Michael Chang for their service and contributions as Board members over their terms.

19. Next Meeting

The next meeting has been scheduled for Wednesday, September 25, 2024 and is in-person in Cedar 2110 at the Surrey Campus.

20. Adjournment

The meeting adjourned at 5:23pm.

Board Chair