

BOARD OF GOVERNORS - REGULAR MEETING

Minutes of Regular Meeting
Wednesday, September 25, 2024
4:02 p.m. – 4:45 p.m.
MS Teams

Present: Board

Kim (Kwuntlunaat) Baird, Chancellor
Erin Barnes
Amrit Chahal
Ivy Chen, Chair
Alan Davis, President & Vice-Chancellor
Gabby Gill
Muhammad Afzal Malik
Kim McGill
Lyndsay Passmore
Stephanie Smith
Amanda Smith-Weston

University G8 members

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

Presenters and Administrative Resources

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

Regrets: Rhiannon Bennett, Vice-Chair
Mehtoj Ghuman
Joe Vosburgh

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

The Chair called the meeting to order at 4:02pm.

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.

1.1. Welcome by KPU Elder in Residence

The Chair welcomed Lekeyten, KPU Elder in Resident, for his welcome to the shared traditional territories.

2. Approval of Agenda

MOTION #01-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the regular meeting agenda for September 25, 2024.

3. Conflict of Interest

No other conflict of Interest was declared.

4. Approval of Consent Agenda

MOTION #02-24/25

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

4.1. Minutes of the June 26, 2024 Regular Board of Governors Meeting.

5. Board Committee Chairs

Lily Chong, University Secretary, informed that the Board Governance Manual governance structure and principles currently states that the Board Chair must chair the Board Governance Committee and that the Board Chair may not chair the Audit and Finance Committees. However, an exception was made for the 2023/24 academic year to allow the Board Chair, Ivy Chen, to chair the Board Audit and Finance Committees and for a previous member to Chair the Governance Committee.

This exception was made due to the fact only two members on the Board held financial designations, which is a requirement for the Audit and Finance committee chair to possess. Similarly, this year only two individuals on the Board hold financial designations and experience to chair the committee, therefore Ivy Chen will continue to chair the Audit and Finance Committees and an exception is coming forward to allow Amanda Smith-Weston to chair the Board Governance Committee.

MOTION #03-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve an exception to the Board Governance Manual to allow Amanda Smith-Weston to chair the Governance Committee in recognition of their respective background and areas of expertise.

6. Governance Committee Report

6.1. Committee Chair Report

Amanda Smith-Weston, Committee Chair, informed the committee met on September 18, 2024 and noted the items discussed at the meeting are on the agenda.

6.2. Academic Plan 2024-2027

Diane Purvey, Provost, presented the newly developed Academic Plan for 2024-2027 and shared the plan is built around the theme of coherence, as this was the most common theme to emerge from the feedback received through the NAP27 consultations. The plan supports, reinforces and helps achieve VISION 2026 goals and build coherence amongst our programs, courses, academic Faculties and campuses.

Purvey shared there are four main goals in the new plan, as well as the set of key actions embedded in the goals and designed to measure progress for each goal.

6.3. Accountability and Planning Report 2023/24

Lori McElroy, Associate Vice-President, Planning & Accountability, shared the Accountability Plan Report for 2023-24 was brought forward as a draft to the Board in June 2024 and was reviewed by the Ministry in the summer where they provided minor feedback. This final report incorporates the feedback and fulfills the requirements of the Ministry of Post-Secondary Education and Future Skills Accountability framework. The purpose of the report is to ensure that post-secondary institutions are accountable to the government and that the government is accountable to the post-secondary institutions.

McElroy informed there are 5 key goals aligned with VISION 2026 and noted the performance measures set by the Ministry as well as measures set by the University.

McElroy informed that upon approval, the Plan will be posted to the KPU and Ministry website.

Motion #04-24/25

THAT the Board Governance Committee recommend that the Board of Governors approve the 2023/24 Accountability Plan & Report for submission to the Ministry of Post-Secondary Education and Future Skills.

7. Human Resources Committee Report

7.1. Committee Chair Report

Ivy Chen, on behalf of Committee Chair, informed the committee met on September 19, 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 September 17, 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 September 17, 2024 and items are on the agenda.

9.2. Request for Proposal – Technical Studies for KPU Communities Trust

Peter Smailes, Vice-President, Administration, provided a brief background of the KPU Communities Trust (KPUCT) for new members and explained that KPUCT establishment as a subsidiary of KPU, with a goal to transform KPU campuses into vibrant, sustainable and inclusive spaces, consistent with the KPU2050 Official Campus Plan.

Peter Smailes introduced Brent Elliott, Associate Vice-President, Campus Community and Planning, to speak further to the item.

Brent Elliott informed that in order for the Ministry of Post-Secondary Education and Future Skills to support lease of lands to KPUCT, and to establish the basis for the future regulatory role KPU will need to provide to KPUCT, Campus and Community Planning have identified that a number of planning and technical studies will need to be completed. Hence, the purpose of this proposal.

Elliott shared that the process to complete the outlined work is anticipated to span 24-months and will be completed in three phases.

MOTION #05-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve that the staff be authorized to initiate a Negotiated Request for Proposals process to evaluate and

select the necessary consultant support to advance the required planning and technical studies in support of KPU Communities Trust, where any amount in excess of \$750,000 shall be subject to 2026/27 budget availability, as recommended by the Board Finance Committee.

**9.3. Executive Statement of Financial Information (SOFI)
Public Bodies Report as of March 31, 2024**

Chervahun Emilien, Chief Financial Officer, presented the Executive Statement of Financial Information (SOFI) Public Bodies Report as of March 31, 2024. Emilien noted the report is prepared in accordance with the Financial Information Act and as required by the Ministry of Finance.

The report includes audited financial statements that have been previously presented by the external auditors and approved by management and the Board, as well as unaudited information that has been prepared by the Finance team.

MOTION #06-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Statement of Financial Information (SOFI) Public Bodies Report of March 31, 2024 for submission to the Ministry of Post-Secondary Education and Future Skills, as recommended by the Board Finance Committee.

9.4. RBC Signing Authority Update

Chervahun Emilien noted that the RBC Bank Resolution honors the authority of certain individuals to act on behalf of the university as approved by the Board of Governors.

Emilien shared that since the circulation of the agenda package, an update has been made to include the Associate Vice-President Finance position and remove the Director, Operations position.

An updated report was sent to Board members post-meeting noting these changes.

MOTION #07-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the RBC Banking Resolution, which grants signing authority to certain individuals to act on behalf of Kwantlen Polytechnic University, as recommended by the Board Finance Committee.

10. President's Report

10.1. Report to the Board

The President, Alan Davis, welcomed new Board members and shared the Board Orientation held in August with members went very well.

The President commented on the impact of the cap on international student enrollment and noted that the latest report shows an overall 10% decline, with the full impact yet to be assessed. The President informed a larger update will be shared in late October which will include a clearer picture and include financial numbers from the impact from decreased international enrollment. This update will be shared with the university and brought forward to the appropriate committees, Senate and the Board.

Additionally, President Davis shared that the university is doing what it can to ensure there is little to no impact to faculty and staff, as well as the services currently offered to students in light of the anticipated financial impacts.

Lastly, the President shared that on September 7, 2024, KPU raised its orange flag at the Surrey campus and renamed the Surrey Main building to Maple Building. He encouraged members to visit the campus and see the made enhancements.

11. Provost's Report

11.1. Report to the Board

The Provost, Diane Purvey, provided her report and highlighted the new and popular programs throughout the university, including the launch of the first Artificial Intelligence course offered in July, with another course offering in October. Purvey also noted the short-term English programs being offered to Japanese students by the International department. Finally, the Provost added that the Continuing & Professional Studies (CPS) has been growing in the Melville School of Business and the Faculty of Trades.

Lastly, the Provost informed that with the imposed restrictions from Immigration, Refugee and Citizenship Canada (IRCC), the university is taking closer looks at the diploma credentials and preparing curriculum reports as needed.

12. Senate Reports

Senate report from 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. Appendix	<p>17.1. Phase One Posting:</p> <ul style="list-style-type: none"> • AD4 Continuing Education and Contract Services • AC15 Micro-Credentials • AC16 Academic Title Awards <p>Information on policies currently in phase one posting were circulated in the agenda package.</p>
18. Next Meeting	The next meeting has been scheduled for Wednesday, November 27, 2024 via MS Teams.
19. Adjournment	The meeting adjourned at 4:45pm.

Board Chair