



Present Board

Lisa Skakun / Chair
Douglas Beaton
Sandra Case
Tanya Corbet
Alan Davis / President & Vice
Chancellor
Allison Gonzalez
Marc Kampschuur
Jamie Kokoska
Michael McAdam
Hanne Madsen / Vice Chair
Suzanne Pearce
Kim Rose
Praveen Vohora
Eric Wirsching

University Vice Presidents

Salvador Ferreras / Provost & VP Academic
Jon Harding / VP, Finance & Administration

University Community Members

Marlyn Graziano / Executive Director, External &
Government Affairs
Maggie MacKenzie / Confidential Assistant, Board of
Governors
Lori McElroy / Executive Director, Institutional Analysis &
Planning
Joe Sass / Director, Business Performance & Advisory
Services
Keri van Gerven / University Secretary & Confidential
Assistant to the President & Vice Chancellor

Regrets George Melville / Chancellor

Guest

Lekeyten / KPU Elder in Residence

- 1. Call to Order** The Chair called the meeting to order at 4:12 pm and thanked Lekeyten, KPU Elder in Residence, for the welcome to the shared traditional territories of the Kwantlen, Katzie, Semiahmoo, and Tsawwassen First Nations. The Chair also welcomed new Board members and guests.
- 2. Oath of Office** The Chair, Lisa Skakun administered the Oath of Office to Michael McAdam and noted that Allison Gonzalez took the Oath of Office at a committee meeting held on September 7, 2016 and Eric Wirsching took the Oath of Office at a committee meeting held on September 12, 2016.
- 3. Approval of Agenda** **Motion #01-16/17**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the agenda.
- 4. Annual Declaration Form Signing – Code of Conduct for Board Members** Annual Declarations were signed and collected.
- 5. Consent Agenda** **Motion #02-16/17**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following item on the Consent Agenda:
3.1 Minutes of June 22, 2016

6. President's Report

Alan Davis presented highlights of the President's Report including the meeting with the President of the Beijing University of Chinese Medicine along with Prime Minister Trudeau to sign an MOU to develop a transfer agreement for graduates of KPU's Acupuncture Diploma program. Dr. Davis advised that the Acupuncture program opened this week in Richmond and is the first traditional Chinese medicine program in the public post-secondary system.

Dr. Davis also acknowledged the great work done by the many staff involved in the student registration process in preparation for the beginning of the new Academic year.

7. Provost's Report

Salvador Ferreras presented highlights of the Provost's Report including the Groundbreaking ceremony for the Wilson School of Design held in July, expansion of trades training with additional funding from the Government and that a further trades funding announcement is expected in the Fall.

Dr. Ferreras advised that a MOU was signed this morning with Delta School District for the first dual credit farm school in the province for students in grades 10-12. Dr. Ferreras also noted that the Tsawwassen First Nation Farm School is having a positive impact in the community, is providing meaningful experiences for students and selling produce at both the farm and by subscription with delivery to each campus.

Dr. Ferreras also provided an update on staffing and noted that searches are underway for the Associate Vice President, Academic; Dean, Faculty of Health; and, Associate Deans for the Faculties of Arts and Business. The reappointment process for the University Librarian will commence shortly and Stephanie Chu, Vice Provost, Teaching & Learning is very active in advancing our teaching and learning mandate.

8. Vice President, Finance & Administration

Jon Harding advised that the Vice President, Finance & Administration Report is included in the Report to the Board and that there is nothing further to add at this time.

9. Finance Committee Report

9.1 Committee Chair Report

Praveen Vohora advised that Items discussed at the September 12, 2016 meeting are included on the Agenda.

9.2 KPU Budget 2016/17 and Mandate Letter

Jon Harding highlighted the KPU Budget 2016/17 and Mandate Letter reflecting a modest increase in funding. Mr. Harding advised that the letter indicates flexibility to the wage freeze for executive employees however further correspondence stated that no changes are to be made until the Public Sector Employers Association (PSEA) has delivered its report on Sectoral compensation.

In response to a question regarding changes to the FTE targets for developmental programming, Mr. Harding advised that no information has been received to indicate that there will be any changes in that area.

9.3 Budget Development Process

Jon Harding advised that the process for implementation of the zero based budgeting process effective 2016/17 is underway and is being well received.

9.4 Statement of Financial Information (SOFI) – Public Bodies Report

Jon Harding advised that the Statement of Financial Information (SOFI) – Public Bodies Report is required by legislation and must be filed annually. The report includes prescribed schedules including financial information on employees and vendors.

Motion #03-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Statement of Financial Information (SOFI) – Public Bodies Report as recommended by the Board Finance Committee.

9.5 Quarterly Cash Flows on Capital Report (Q1)

Jon Harding advised that the Quarterly Cash Flows on Capital Report must be filed with the Ministry and provides information on the status of KPU's capital projects that are funded or partially funded with provincial funds. The Q1 report reflects provincial funding for the Wilson School of Design.

9.6 Five Year Capital Plan

Jon Harding advised that the deadline for submission of the Five Year Capital Plan to the Ministry was delayed due to the SIF application process. The Ministry has now confirmed that the plan must be submitted by September 30, 2016 in draft form and that the Board may provide post approval.

9.7 Management & Investment of Operating Funds Policy/Procedures/Investment Policy Statement & Strategies

Jon Harding stated that the current investment policy is very conservative and that the intent is to mirror SFU's Investment Policy with the view of increasing returns. Mr. Harding advised that Management & Investment of Operating Funds Policy/Procedures and Investment Policy Statement & Strategies will be presented to the Finance Committee for recommendation to the Board for approval.

9.8 Revision to Bylaw No. 4, Fees

Jon Harding explained that Bylaw No. 4, Fees was not previously amended to reflect tuition fees per credit for the Post Baccalaureate in Accounting as previously approved by the Board. Mr. Harding also noted that Joe Sass will

be working with the University Registrar and University Secretary to make changes to Bylaw No 4, *Fees* and its associated processes.

Motion #04-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the revision to Bylaw No. 4, *Fees* amending the tuition per credit for Category 7 - Post-Baccalaureate 1 – 2 year diplomas commencing September 1, 2016 to \$225.00-\$850.00 per credit.

9.9 Board of Governors Budget

Keri van Gerven advised that the Board of Governors Budget for 2016/17 has been revised based on the feedback received from the Board Finance Committee and is referenced as “University Board new proposal”.

Motion #05-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve an amendment to the motion referencing the new proposal for the Board of Governors 2017/18 Budget.

Motion #06- 16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the new proposal for the Board of Governors 2017/18 Budget as recommended by the Board Finance Committee for presentation to the Senate Standing Committee on the University Budget by the University Secretary.

**10. Governance
Committee Report**

10.1 Committee Chair Report

Lisa Skakun advised that the Governance Committee meetings are now scheduled every two months versus the previous practice of monthly. Additional meetings will be scheduled if required.

10.2 VISION 2018 Performance Reporting – Targets for New Measures

Lori McElroy noted that the Board Governance Committee discussed and approved proposed targets for new measures for recommendation to the Board.

Motion #07-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the new performance targets for VISION 2018 as recommended by the Board Governance Committee.

**11. Chancellor
Appointment /
Reappointment**

11.1 Chancellor Vacancy and Selection Process

Keri van Gerven confirmed that Chancellor George Melville is willing and eligible to stand for reappointment. The Appointment/Reappointment process was previously approved by the Board and no changes are being recommended to the role description or selection criteria for Board approval. The Alumni Association and Senate are also appointing

representatives to the Search Advisory Committee and that a meeting will be scheduled once the search committee membership is complete.

Ms. van Gerven also confirmed that the Alumni Association presents its recommendation to the Board of Governors for the appointment of the Chancellor. The Board appoints the Chancellor.

The Chair noted that George Melville is a great Chancellor and an excellent advocate for KPU.

11.2 Chancellor Role Description

Motion #08-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Chancellor Role Description.

11.3 Chancellor Selection Criteria

Motion #09-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Chancellor Selection Criteria.

Doug Beaton joined the meeting

11.3 Appointment of Chancellor Selection Committee Representatives

Discussion ensued regarding the time commitment required as a member of the Search Advisory Committee and it was confirmed that one meeting is being proposed to consider the reappointment and that the committee will receive the information required to make a decision. The meeting is expected to be scheduled for mid to late October.

Motion #10-16/17

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Sandra Case and Allison Gonzales as Board Representatives on the Chancellor Search Advisory Committee.

12. Governance Retreat – August 26, 2016

Keri van Gerven advised that members of the Board, Senate, Senate Committees and Faculty Councils attended the August 26, 2016 Governance Retreat. The Retreat included a moderated session with two featured speakers and three workshops – Meetings and Robert's Rules, Blue Jeans and Conferencing and the Role of the Chair. Ms. van Gerven noted that feedback was positive and confirmed that a Governance Retreat will be held again next year.

13. Senate Report: June 27, 2016

Alan Davis advised that the Senate Report for June 27, 2016 was included in the meeting package and announced that the Senate Office is being reorganized under the University Registrar, as noted in the *University Act*.

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| 14. Issues and Concerns | No issues or concerns were identified. |
| 15. Next Meeting Agenda Contribution | Board members were asked to send contributions for the next meeting agenda to Keri van Gerven. |
| 16. For the Good of the Order | <p>Congratulations to Marc Kampschuur on successfully completing the Chartered Director Program through the Directors College, a joint venture between McMaster University and the Conference Board of Canada.</p> <p>The significant number of times Board and Management meet former KPU students in both their personal and business lives were highlighted.</p> <p>At a recent event Mayor Linda Heppner commended KPU on its collaboration with Siemens Canada Limited aimed at accelerating advanced manufacturing concepts and addressing the technical skills gap in Canada.</p> <p>A number of dignitaries are expected to be in attendance at Convocation</p> |
| 17. Feedback on the Meeting | <p>In response to a question, it was confirmed that Board meetings are rotated throughout the year to ensure that all members of the KPU community have an opportunity to attend.</p> <p>Betty Worobec announced that the new lab in Richmond is complete and that the crops, such as sunflowers, rice and wheat are flourishing in Langley.</p> <p>In response to a comment regarding the level of dialogue and discussion on agenda items that have come forward from committees, it was confirmed the committees discuss matters fully and present recommendations to the Board. The Board also expects that all board members have read all materials in advance of the meeting and are prepared to discuss and encouraged to ask questions. It was also noted that the committee terms of reference lay out the responsibilities delegated by the Board and Guidelines and Workplan provide the workflow and focus for those responsibilities.</p> <p>KPU's 4th Annual Pow Wow will be held from noon to 10:00 pm on September 24, 2016 at the Surrey campus. The powwow celebrates aboriginal culture at KPU and features a dance competition.</p> |
| 18. Appendix: Information Package | The Report to the Board of Governors was received. |
| 19. Next Meeting | <p>Wednesday, November 23, 2016 at the Cloverdale Campus, Room 1833 beginning at 4:00 pm.</p> <p>Board members wishing to attend a meeting via videoconference or teleconference are asked to notify Keri van Gerven or Maggie MacKenzie well in advance of the meeting so that the set up can be completed and the technology tested prior to the start of the meeting.</p> |

20. Adjournment

The meeting adjourned at 5:20 pm.

Board Chair