



KPU Board of Governors - Regular Meeting

Date: February 1, 2023

Time: 4:00 pm – 5:21 pm

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

Phone Dial-in

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

Conference ID: 933 376 941#

Board of Governors – Regular Meeting Agenda

Date: February 1, 2023

Time: 4:00– 5:21 pm

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

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

Conference ID: 933 376 941#

Attending: Ivy Chen (Chair), Rhiannon Bennett (Vice Chair), Kim (Kwuntlunaat) Baird, Michael Chang, Alan Davis, Bob Davis, Kelly Fredrick, Ishant Goyal, Amos Kambere, Muhammad Afzal Malik, Takashi Sato, Harman Preet Singh, Waheed Taiwo, Jack Wong

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

Regrets: Mohammed Mahabub

Presenters & Administrative Resources: Laurie Clancy, Chervahun Emilien, Heather Harrison, Randall Heidt, Stephanie Howes, Ranminder Kaur, Diane Purvey, Peter Smailes, Keri van Gerven

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

Agenda Item	Resource	Action	Time	Page
1. Call to Order & Introductory Remarks	Ivy Chen		4:00-4:01	
We respectfully acknowledge that we live, work and study at KPU on the traditional and ancestral lands of the Coast Salish peoples, including those of the Kwantlen First Nation, who graciously bestowed their name on this university.				
2. Approval of Agenda	Ivy Chen	M	4:01-4:02	3
MOTION: THAT the Board of Governors approve the regular meeting agenda for February 1, 2023.				
3. Conflict of Interest	Ivy Chen		4:02-4:03	
4. Consent Agenda	Ivy Chen	M	4:03-4:06	7
4.1. Minutes of the November 30, 2022 Regular Board of Governors Meeting				8
4.2. Establishment of a New Department – Entrepreneurial Leadership	Heather Harrison	M		17

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

4.1. Minutes of the November 30, 2022 Regular Board of Governors Meeting.

4.2. The establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023, as recommended by the Board Governance Committee.

5. Outstanding Action Items	Chervahun Emilien / Stephanie Howes	I	4:06-4:07	21
6. Governance Committee Report				
6.1. Committee Chair Report	Ivy Chen	I	4:07-4:08	
6.2. VISION 2026 Update	Alan Davis	D	4:08-4:23	29
7. Human Resources Committee Report				
7.1. Committee Chair Report	Rhiannon Bennett	I	4:23-4:24	
8. Audit Committee Report				
8.1. Committee Chair Report	Jack Wong	I	4:24-4:25	
9. Finance Committee Report				
9.1. Committee Chair Report	Jack Wong	I	4:25-4:26	
9.2. Senate Endorsement of the Draft 2023/24 University Budget	Alan Davis	I	4:26-4:28	
9.3. FY 2023-24 University Budget and revisions to Bylaw No. 4, Fees	Chervahun Emilien	M	4:28-4:58	39

MOTION: THAT the Board of Governors approve the draft budget for Fiscal Year 2023-24; and the revisions to Bylaw No. 4, Fees, as recommended by the Board Finance Committee.

9.4. FY 2022-23 Financial Status Update	Chervahun Emilien	I	4:58-5:03	49
9.5. 2022/23 Endowments	Chervahun Emilien	M	5:03-5:08	55

MOTION: THAT the Board of Governors approve the following allocation of surplus funds from the 2022/2023 fiscal year, as recommended by the Board Finance Committee:

- a) Increase the KPU Research Endowment in the KPU Foundation by \$ 4-7M to support research at KPU.
- b) Contribute to the fund in the KPU Foundation that supports the reduction of financial barriers for KPU students by \$2-3M. This will be used to provide direct student awards and bursaries.
- c) Establish a \$1M Food Endowment at KPU Foundation to help support students in immediate need of food.

10. President's Report 10.1. Report to the Board	Alan Davis	I	5:08-5:11	
11. Provost's Report 11.1. Report to the Board	Diane Purvey	I	5:11-5:14	
12. Senate Report – meeting held on December 19, 2022, and January 23, 2023	Alan Davis	I	5:14-5:15	57
13. Next Meeting Agenda Contribution	Ivy Chen	D	5:15-5:16	
14. For the Good of the Order	All	D	5:16-5:17	
15. Feedback on the Meeting	All	D	5:17-5:18	
16. Closing Remarks	Ivy Chen		5:18-5:19	
17. Appendix:				
17.1. Policy Phase One Posting:HR22 Presidential Search Advisory, Appointment and Re-appointment (Revision)	N/A	I	5:19-5:20	59
17.2. Mandate letter to Minister Robinson from Premier Eby				
17.3. Post-Secondary Governance Workshop				
18. Next Meeting: Regular Board Meeting Wednesday, March 29, 2023 Via MS Teams 4:00 – 7:00 pm	Ivy Chen		5:20-5:21	
19. Adjournment	Ivy Chen		5:21	

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #4

Meeting Date: February 1, 2023

Presenter(s): Ivy Chen

Agenda Item	Consent Agenda
Action Requested	Motion
Recommended Resolution	<p>THAT the Board of Governors approve the following items on the Consent Agenda:</p> <p>4.1. Minutes of the November 30, 2022 Regular Board of Governors Meeting.</p> <p>4.2. The establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023, as recommended by the Board Governance Committee.</p>

Attachments

1. Minutes of the November 30, 2022 Regular Board of Governors Meeting.
2. Establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023, as recommended by the Board Governance Committee.

Submitted by

Ranminder Kaur, Confidential Assistant to the Board of Governors

Date submitted

January 17, 2023

BOARD OF GOVERNORS - REGULAR MEETING

Regular Meeting Minutes

November 30, 2022

Via Microsoft Teams

Present: Board

Ivy Chen / Chair
Rhiannon Bennett / Vice Chair
Michael Chang
Alan Davis / President & Vice
Chancellor
Bob Davis
Kelly Fredrick
Ishant Goyal
Amos Kambere
Mohammed Mahabub
Muhammad Afzal Malik
Takashi Sato
Harman Preet Singh
Waheed Taiwo
Jack Wong

University G7 members

Laurie Clancy / VP, Human Resources
Chervahun Emilien / Chief Financial Officer
Randall Heidt / VP, External Affairs
Stephanie Howes / Interim VP, Students
Diane Purvey / Provost & VP, Academic
Peter Smailes / VP, Administration

Presenters and Administrative Resources

Dr. David Burns / AVP, Academic
Ranminder Kaur / Confidential Assistant to the
Board of Governors
Sharmen Lee / Dean, Faculty of Health
Dr. Lori McElroy / AVP, Planning and
Accountability
Trina Prince / Manager, Equity, Diversity &
Inclusion
Keri van Gerven / University Secretary & Executive
Assistant to the President & Vice Chancellor

Regrets: Kim (Kwuntlunaat) Baird /
Chancellor

Jennifer Duprey / General Counsel

**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 that we live, work and study at KPU on the
traditional and ancestral lands of the Coast Salish peoples,
including those of the Kwantlen First Nation, who graciously
bestowed their name on this university.

2. Approval of Agenda

Motion #08-22/23

**MOVED, SECONDED AND CARRIED THAT the Board of
Governors approve the regular meeting agenda for November
30, 2022.**

3. Conflict of Interest

No other conflict of Interest was declared.

4. Approval of Consent Agenda

Motion #09-22/23

**MOVED, SECONDED AND CARRIED the Board of Governors
approve the following items on the Consent Agenda:**

4.1. Minutes of the September 28, 2022 Regular Board of Governors Meeting.

4.2. The Bachelor of Traditional Chinese Medicine Concept Paper and Full Program Proposal, effective September 1, 2024 as recommended by the Board Governance, and Finance Committees.

4.3. Subject to budgetary approval, the recurring and new procurement opportunities greater than \$200,000 as recommended by the Board Finance Committee.

5. 50-30 Challenge

Mx. Prince presented the report and commented that KPU is a participant in the Government of Canada's 50-30 Challenge. Members noted that KPU is committed to increasing diversity in senior leadership roles and on its board.

Mx. Prince noted that the 50-30 Challenge is an initiative between the Government of Canada, Canadian businesses and diversity organizations. Mx. Prince mentioned that the goal of the program is to challenge organizations to increase the representation and inclusion of diverse groups within their workplaces, while highlighting the benefits of giving all people a seat at the table.

Mx. Prince commented that the two goals of the 50-30 challenge are:

- Gender Parity – 50% throughout the senior leadership roles and the board. Mx. Prince noted that these includes representation from all marginalized genders including but not limited to women, non -binary, trans, two-spirit and gender diverse people.
- Significant Representation – 30% or more on the board and senior management of other diverse groups including racialized person, people living with disabilities including invisible and orthoptic disabilities and members of the 2SLGBTQIA+ communities.

Mx. Prince noted that a survey will be sent to all senior management and board members and encouraged members and senior leaders to complete the survey which will include four questions. Mx. Prince commented that the data collected will allow KPU to measure and report on the current makeup of the KPU Board and Senior Management Team in relation to the goal of the 50-30 challenge. The goal is to support equitable and inclusive leadership recruitment and retention practices.

Mx. Prince mentioned that the survey is going to be anonymous and has been designed to ask only a few questions. Mx. Prince commented that if members don't feel comfortable answering

any question, they will be able to select the ‘prefer not to answer’ option.

Members noted that only the high level percentage data will be shared with the board and management.

Trina Prince left the meeting

6. Governance Committee Report

6.1. Committee Chair Report

Committee Chair, Ms. Chen advised the Governance Committee met on November 9, 2022 and received an update on following:

- Governance Policies status report
- Board member’s terms expiring 2023
- Phase One rationale documentation for various policies currently under review.

Members noted that other items discussed at the meeting are on the agenda.

6.2. Policy and Procedure GV9 Establishment and/or Discontinuance of Faculties and Departments

Dr. Burns presented the report and commented that GV9 is a core governance policy on the creation and/or discontinuance of a Faculty or department. Dr. Burns mentioned that a significant structural change conversation is not always easy and is often sensitive and difficult.

Dr. Burns commented that when preparing the GV9 policy and procedure, KPU wanted to clarify decision-making across the policy and clarify the term “School” that is inconsistently utilized throughout the old policy.

Dr. Burns noted that the term “School” referred to in the policy is just another word for ‘Faculty’. Dr. Burns mentioned that the draft policy also clarifies that Schools and Faculties are one thing, Departments are another, and Centres and Institutes are also different. Members noted that this will also have the advantage of connecting to the work being done to create a policy on Research Centres and Research Institutes.

Motion #10-22/23

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Policy and Procedure GV9 Establishment and/or Discontinuance of Faculties and Departments as recommended by the Board Governance Committee.

Dr. David Burns left the meeting.

6.3. VISION 2023 Progress Report

Dr. McElroy commented that performance for VISION 2023 is assessed using a scale, which incorporates both government and KPU assessment methods. KPU's method allows for additional gradations marking progress toward achieving a target, not just whether the target has been achieved. The 24 measures include the performance measures required by the Ministry of Advanced Education, Skills and Training (AEST), as well as those for the Industry Training Authority (ITA).

Dr. McElroy noted there are targets for all but one performance measure. Members noted that for 11 of the other 12 metrics, the target was developed by the Office of Planning & Accountability and approved by the Board.

Dr. McElroy noted that all 24 measures are reported in the annual Accountability Plan and Report that is submitted to the Ministry each summer. In addition, two separate progress reports are provided to the Board:

- A Progress Report is provided in the Fall, with the data reported in the Accountability Plan and Report, as well as an assessment of progress on each goal; and
- A mid-year Progress Report which expands on the Fall Progress Report with the addition of Benchmark data.

Dr. McElroy noted that the Accountability Plan and Report was approved by the Ministry in early November and is now publicly available.

Dr. McElroy noted that the targets were achieved, or substantially achieved, for 11 of the metrics. Members noted that eight metrics were not assessed this year as no new data was available. The targets for five metrics were not achieved; three of these were within 60 to 89% of the target, while two were below this.

6.4. Target for new VISION 2023 metric

Dr. Elroy presented the report and commented that no target was developed for metric 5, Proportion of friends (e.g. external reviewers, advisory board members, KPU Foundation) who feel that their contribution to KPU was valued, since no data had been collected to inform the target.

Dr. McElroy commented that the targets are generally about achieving or exceeding a certain standard, or improvement over time. Dr. McElroy asked the committee to approve the target for performance measure 5 so that KPU can track progress in this measure.

Motion #11-22/23

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the target for performance measure 5, Proportion of friends (e.g. external reviewers, advisory board members, KPU Foundation) who feel that their contribution to KPU was valued be set at “equal to or greater than the previous rating” as recommended by the Board Governance Committee.

7. Human Resources Committee Report

7.1. Committee Chair Report

Committee Chair, Ms. Bennett, advised that the Human Resources Committee met on November 7, 2022 received an update on Compensation Framework. Ms. Bennett noted that other item discussed at the meeting is on the agenda.

7.2. Appointment to the Search Advisory Committee, Vice President, Equity & Inclusive Communities

Dr. Davis presented the report and commented the Policy and Procedures HR 25, will oversee the selection of candidates for the position of the Vice President, Equity & Inclusive Communities. Members noted that Ms. Bennett has agreed to serve on the Search Advisory Committee.

Motion #12-22/23

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the appointment of community board member, Ms. Rhiannon Bennett, to the Search Advisory Committee for Vice President, Equity & Inclusive Communities as recommended by the Board Human Resources Committee.

8. Audit Committee Report

8.1. Committee Chair Report

Committee Chair, Mr. Mahabub, advised that the Audit Committee met on November 15, 2022 and received update on:

- audit recommendations
- Procurement process audit
- Engagement Activities
- Year end 2022 financial audit report

9. Finance Committee Report

9.1. Committee Chair Report

Committee Chair, Mr. Mahabub, advised that the Finance Committee met on November 15, 2022 and noted that all items discussed at the meeting are on the agenda.

9.2. FY 2024 Budget Update

Ms. Emilien presented the report and commented that the FY 2023-2024 budget development process is underway.

Ms. Emilien noted that a number of meetings have been set with stakeholders throughout the budget development process. Members noted that based on preliminary revenue projections and assumptions, new budget room is estimated at 10 million dollars for operational purposes and 15 million dollars for capital endeavors.

Ms. Emilien noted that KPU's Executive Leadership team consolidated, prioritized and reviewed budget requests for their respective portfolios during October and November.

Ms. Emilien commented that a draft budget will be presented to key parties in December for consultation. Members noted that a draft budget will be presented to the Finance Committee in January, and to the full board in February for approval.

Ms. Emilien noted that a review of the budget Principles and Priorities is also been conducted to evaluate the need to any revision or updates. Ms. Emilien mentioned that this review is necessary to that aligns with the proposed budget that will be brought forward.

9.3. FY 2023 Status Update

Ms. Emilien presented the report and commented that monthly reports are presented to the Board Finance committee to inform on spend activities undertaken by KPU.

Ms. Emilien noted that the mid-year review of results for the FY 2022-2023 continue to indicate a favorable position for KPU.

Ms. Emilien commented that the report is presented in three formats as listed to provide information from different angles:

- Variance by portfolio
- Variance by department
- Variance by account

Ms. Emilien noted that as of September 30, 2022, revenues are showing \$8 million higher as a result of international vs. domestic students and higher interest income on cash balances as interest rates has risen. Members noted that salaries and benefits are forecasted to be \$7 million lower largely due to the vacancies and slower hiring in both administrative and GEU salary groups, along with savings in faculty. Ms. Emilien commented that a significant amount of savings in faculty is due to slower progress than expected for Entertainment Arts and Strategic Initiatives activities.

Ms. Emilien mentioned that the non-salary expenses are expected for be \$6 million lower than the adjusted budget due to significant savings that are expected in software and subscriptions due to project release and lower than budgeted software requirements for Entertainment Arts. Members noted that Fees and services are also projecting savings due to lower Entertainment Arts activities, a reduced estimate for the KPU Tech land sale Cash-In-Lieu payment and anticipated underspend in a number of portfolios.

Ms. Emilien updated members with figures as of October 31, 2022 and commented that it has identified further \$1.9 million surplus since September. KPU is anticipating a \$23.2 million surplus to the end of the fiscal year. Members noted that the change is due to increased operating grant from the Ministry and KPU has been advised to anticipate a 4% increase in the operating grant to cover excluded administrative salary wage increases, increase in domestic tuition revenue and invested income continues to raise.

Ms. Emilien commented that she has been in touch with the Ministry to discuss proactive and strategic options to utilize the anticipated surplus for the FY 2023.

10. President's Report

10.1. Report to the Board

Dr. Davis advised that the President's Report was circulated by the Board office. Dr. Davis noted the significant number of activities around KPU featured in the report.

Dr. Davis commented that on November 28, 2022, KPU's Chancellor, Kwuntiltunaat (Kim) Baird and a number of other executives attended a reception of the First Nations Leaders from across British Columbia cabinet.

Vice President, External Affairs, Mr. Heidt updated members on 'Giving Tuesday'. Members noted that they can support the

cause by raising awareness and fundraising. Mr. Heidt noted that KPU's goal this year is to support 175 indigenous students providing each with thousand dollars.

11. Provost's Report

11.1. Report to the Board

Dr. Purvey advised members that the Provost's report was circulated by the Board office.

Dr. Purvey noted that on December 1, 2022 KPU will be hosting the 7th session of 'Pulling Together' series which focuses on decolonization and indigenization specifically for the leaders. Members noted that KPU has identified 50 leaders from within the university who have been through these sessions together.

Dr. Purvey commented that the event will be held on the Tsawwassen First Nation land and KPU leaders will be Chancellors, Kim Baird's guest. The event is to celebrate all that the leaders have learnt and Kim Baird will also be presenting at the event.

Dr. Purvey noted that KPU is the first post-secondary institution to have these sessions. Members noted that several post-secondary institutions have reached out to KPU as they want to organize something similar within their institutions.

Dr. Purvey mentioned that enrolment is looking strong for the spring term. Members noted that domestic enrolments are up by 26%.

12. Senate Reports

Dr. Davis advised that the Senate Reports were prepared by Dr. Amy Jeon, Senate Vice-Chair and 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 feedback on the meeting.

16. Closing Remarks

The Chair, Ms. Chen thanked everyone, including Board Members for attending and contributing to the discussions.

17. Appendix

17.1. Report to the Board of Governors

The November 2022 Report to the Board of Governors was received.

18. Next Meeting

The next meeting has been scheduled for Wednesday, February 1, 2023.

19. Adjournment

The meeting adjourned at 4:40 pm.

Board Chair

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #4.2

Meeting Date: February 1, 2023

Presenter(s): Heather Harrison

Agenda Item **Establishment of a New Department – Entrepreneurial Leadership**

Action Requested	Motion
Recommended Resolution	THAT the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023, as recommendation by the Board Governance Committee.

Committee Report At its meeting on January 18, 2023, the Board Governance Committee recommended that the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023.

Context & Background On December 2, 2022, the Senate Standing Committees on Academic Planning and Priorities and on University Budget recommended that Senate recommend that the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023.

The School of Business, proposes the establishment of a new department: Entrepreneurial Leadership (ENTR).
As per Policy GV9 B – Establishment of New Academic Department

Key Messages

1. The Entrepreneurial Leadership program has been functioning as a department.
2. The Entrepreneurial Leadership program is quickly becoming a flag ship program for the Melville School of Business for innovative, and inclusive curricular design.
3. The creation of the Entrepreneurial department is necessary in order to recruit and vet qualified faculty appropriately, assign members of the department to Curriculum Committee and ensure representation at the School of Business Faculty Council meetings.
4. The program has already experienced a significant increase in enrolments.
5. **Senate at its meeting on December 19, 2022, recommended that the Board of Governors approve the establishment of a new**

department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023.

Resource Requirements	There are no additional financial resources required as a result of the creation of this new department as the program currently has time release budgeted for a serving department Chair.
Implications/Risks	-
Consultations	Dr. Diane Purvey, Provost and Vice President, Academic
Attachments	<ol style="list-style-type: none">1. Memo from Senate2. GV9 Proposal for the Creation of the Entrepreneurial Leadership Department
Submitted by	Heather Harrison, Pro Tem Dean, Melville School of Business
Date submitted	January 19, 2023

Proposal to Establish a New Department – Entrepreneurial Leadership

CONTEXT AND BACKGROUND

Subsequent to gaining agreement from the Provost, Diane Purvey, Faculty Council unanimously supported the official creation of new Department for Entrepreneurial Leadership.

The Entrepreneurial Leadership BBA program was originally designed as a two-year program consisting entirely of upper division courses which built on first and second year general business courses. As such the program did not have dedicated faculty, but drew expertise from other School of Business departments. Over the years, the program has faced serious challenges; high failure rates due insufficient laddering between lower division and upper division courses (too large a leap from 2nd year to 3rd year) and low enrollment rates, perhaps due to word of mouth and growth of other business specialty programming, such as Human Resources and Marketing.

The Entrepreneurial Leadership program recently completed an intensive review and curricular change and relaunched September 1, 2021. As a result of the extensive redesign, students are now offered a unique and exciting learning experience, which aligns with PRME principles in keeping with the movement within industry to prioritize social responsibility.

GV9 REQUIRED INFORMATION

1. Faculty to which the new Department will belong:

Melville School of Business

2. Programs, research units and other academic services that will be housed in the new Department:

Entrepreneurial Leadership Program (BBA). This program will be the only one to transfer into the new department.

3. Academic, reputational, and operational rationale for creation of proposed new Department:

The Entrepreneurial Leadership program is quickly becoming a flag ship program for the Melville School of Business for innovative, and inclusive curricular design. And as such should be recognized as its own department with dedicated faculty. The renewal of the program was aimed to modernize the curriculum for today's learners and align with a more contemporary conception of entrepreneurial leadership. It is a student-focused program with a strong emphasis on sustainability & experiential learning. The goal of the program is to prepare students to manage, lead, and inspire in any organizational setting.

The creation of the Entrepreneurial department is necessary in order to recruit and vet qualified faculty appropriately, assign members of the department to Curriculum Committee and ensure representation at the School of Business Faculty Council meetings. The program's forward-looking curriculum illustrated by the integration of United Nations inspired Principles for Responsible Management (PRME), their robust commitment to student centered pedagogy demonstrated by the integration of universal design learning (UDL) and open education resources (OERs) together with their emphasis on reality based and applied learning, makes it an example for all new programming in the MSB

4. Assessment of the impact on current and future students as well as existing Faculties and Departments resulting from the creation of the proposed new Department

The creation of the new department will have no effect on student registration or enrolment.

5. Proposed effective date of the new Department

May 1, 2023

6. Five-year projection of the financial sustainability of the proposed new Department including revenues and operating costs

There are no additional financial resources required as a result of the creation of this new department as the program currently has time release budgeted for a serving department Chair.

The program has already experienced a significant increase in enrolments. For example, in September 2018 and 2019 (pre-COVID) we offered 76 and 62 sections respectively. In 2022, the first full calendar year of the program, we offered 95 sections which constitutes more than a 20% increase from the 2018 numbers. Currently the program has 76 declared majors, which is almost double the number of any previous year dating back to 2018. There is every reason to believe that this upward trajectory will continue.

Two other considerations are worth noting. First, KPU has signed an MOU with YELL, a high school program devoted to inspiring and nurturing entrepreneurial mindsets for student in grades 11 and 12. This MOU allows graduates of YELL to receive transfer credit for ENTR 1200. This relationship has also allowed FSO and MSB to create opportunities for YELL students to complete curricular requirements through collaboration with ENTR faculty and students on KPU campuses.

Second ENTR, together with the Office of Advancement, has created a full-ride scholarship available annually for students who have a demonstrated interest in entrepreneurial leadership. We anticipate that these two initiatives will allow us to increase new applications to KPU and ENTR program.



Meeting Date	Description	Resource	Completion Target Date	Status	Completed
September 28, 2022	Members noted that a report will be provided at a future meeting on what support KPU has provided to students in terms of financial aid last year and what are the plans for the future.	Management	March 31, 2023	Appendix A - KPU Student Financial Supports Update Appendix B - Awards Disbursements	

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #5

Meeting Date: February 1, 2023

Presenter(s): Chervahun Emilien

Agenda Item	Outstanding Action Item: KPU Student Financial Supports Update
Action Requested	Information
Recommended Resolution	-
Committee Report	For Secretariat Use Only
Context & Background	On September 28, the Executive team committed to responding to specific questions from the Board of Governors including providing information on student financial support.
Key Messages	<ol style="list-style-type: none"> 1. KPU continues to focus on providing financial supports to its students. 2. KPU has provided financial supports for students in the past two fiscal years including \$3.7M to the KPU Foundation to create the Barrier Reduction Fund to reduce financial barriers for KPU students and an additional \$1.25M for needs based bursaries. KPU is also recommending a new allocation of funds to the KPU Foundation in fiscal 2022-23 to support targeted aid for students. 3. The fiscal year 2023-24 draft budget proposes an additional \$1M for merit-based scholarships and awards and needs based bursaries. 4. KPU has also provided non- financial supports to its students through the increase in positions that directly impact its students.
Attachments	<ol style="list-style-type: none"> 1. Memorandum on financial aid support for KPU students
Submitted by	Chervahun Emilien, Chief Financial Officer
Date submitted	January 23, 2023

MEMORANDUM

TO: KPU Board of Governors

FROM: Chervahun Emilien, Chief Financial Officer

DATE: January 23, 2023

SUBJECT: Financial Aid Support for KPU students and Planned Future Support

Over the past few years Kwantlen Polytechnic University (KPU) has been focusing on providing continued financial support to students. These supports are outlined below.

Direct Supports Identified in Fiscal 2021-22

At the end of fiscal 2021-22, KPU provided \$3.7M to the KPU Foundation to create the Barrier Reduction Fund in order to aid in the reduction of financial barriers for KPU students. These funds will flow directly to the students through the KPU Foundation. The purpose of this fund was to support the following initiatives in fiscal 2022-23:

- Waive the application fees for new domestic students;
- Provide tuition bursaries of 2% of tuition to all students; and
- Provide new awards specifically targeting domestic, international and indigenous students who have been identified as having financial barriers.

Direct Supports Identified in Fiscal 2022-23

In addition, mid-year adjustments resulted in an additional \$1.25M for needs based bursaries for both Fall 2022 and Spring 2023. This provided additional support and an investment in the financial wellness of KPU students. The goal was to decrease unmet financial needs by providing financial stability and success throughout their studies while at KPU.

KPU is also proposing that the Board of Governors approve a new allocation of funds from the fiscal 2022-23 year to contribute to the KPU Foundation to further support students by 1) contributing up to \$3M to aid in the reduction of financial barriers for KPU students; and 2) establishing a \$1M food endowment at the KPU Foundation to help support students in immediate need of food.

Planned Direct Supports in Fiscal 2023-24

The fiscal year 2023-24 draft budget proposes the continuation of an additional \$1M for both merit-based scholarships, awards and needs based bursaries, which continues KPU's goal of attempting to decrease unmet financial needs.

Other Supports for Students

In fiscal year 2022-23, KPU approved a number of new positions to support students. These included a new full-time Financial Aid Assistant to meet increased demand for direct administration and disbursement of awards to students, a Director, Student Health and Well-Being to provide leadership for the ongoing development and activation of mental health and well-being strategies for students, a Mental Health Strategist to support KPU in adopting and implementing a Mental Health Strategy and, a new Referral and Support Coordinator to provide escalated referral and support in addition to developing and maintaining relationships between students. Along with the new positions above, new permanent Student Ambassadors were approved to staff the student kiosk at KPU Surrey main campus and an enhancement to the International peer mentorship program was supported.

Additional activities were supported during KPU's 2023's mid-year review. These include support for an additional learning specialist resource, peer tutors to support post-baccalaureate students, making menstrual product dispensers available free of charge in washrooms and a peer mentor program for domestic students for the Spring 2023 semester.

In addition, the fiscal year 2023-24 draft budget proposes additional student positions in The Learning Centre, an area that supports peer tutoring, peer group study and student workshops, an additional Indigenous Student Counsellor, and a new Manager of Co-operative Education to support ongoing growth of the KPU Co-op Program. The draft budget also continues to provide supports for learning specialist resources and for the International student peer mentorship program. Also, given the proposed incremental increase in budget for student awards and bursaries, an additional Financial Aid Assistant has been proposed to support the administration and disbursement of these awards to students which will ensure timely release of the funds.

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #5

Meeting Date: February 1, 2023

Presenter(s): Stephanie Howes

Agenda Item **Outstanding Action Item: Scholarships, Awards, and Bursaries 2022 Summary**

Action Requested	Information
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Recommended Resolution	-
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Committee Report For Secretariat Use Only

Context & Background The disbursement of KPU-funded scholarship, bursaries and awards for KPU students in the calendar year 2022, totaling \$4,050,199.

The \$4 million administered in the 2022 calendar year is reflective of a notable increase to student award funding at KPU across our most recent fiscal years as follows:

Key Messages

- Fiscal Year Ending 2020: \$2,200,000
- Fiscal Year Ending 2021: \$2,350,000
- Fiscal Year Ending 2022: \$2,615,000
- Fiscal Year Ending 2023: \$3,865,000

Also, of note is the recent establishment of endowments for additional KPU scholarships, bursaries and awards. Income from these endowments will be available for distribution beginning April 2023. Contributions to these endowments in fiscal years 2021 and 2022 are as follows:

- Fiscal Year Ending 2021: \$2,000,000
- Fiscal Year Ending 2022: \$3,300,000

Attachments 1. Scholarships, Awards, and Bursaries 2022 Summary Memo

Submitted by Stephanie Howes, Vice President, Students

Date submitted January 17, 2023

Appendix B

MEMORANDUM



»»» Where thought meets action

TO: Stephanie Howes - Vice President, Students

FROM: Joshua Mitchell - Associate Vice President, Student Affairs

DATE: January 16, 2023

SUBJECT: Scholarships, Awards, and Bursaries 2022 Summary

The table below reflects the disbursement of KPU-funded scholarship, bursaries and awards for KPU students in the calendar year 2022, totaling **\$4,050,199**. The breakdown of funds disbursed per semester is as follows:

Spring 2022	\$1,326,435
Summer 2022	\$ 815,411
Fall 2022	\$1,908,353

Award Type	Spring 2022	Summer 2022	Fall 2022
KPU Entrance Scholarships			
Domestic	\$57,500		\$120,000
International	\$12,500		\$12,500
Indigenous	\$2,500		\$2,500
Faculty-Based Awards	\$81,050	\$290,250	\$687,120
Graduation Awards		\$6,350	
Student Leadership Awards	\$36,000		
Student Education Enhancement Fund	\$7,912	\$1,124	\$1,818
International Awards			
Tuition Awards and Waivers	\$84,000	\$56,250	\$127,250
International Regional Entrance Scholarships	\$300,000		
International Accommodation Relief Grant	\$53,854		
International Mobility Fund	\$4,400	\$3,275	\$7,500
Tuition Prizes and Awards	\$2,550	\$2,000	\$1,000
KPU Bursary and Work Study			
Domestic	\$632,869	\$399,912	\$879,765
International	\$5,000	\$1,000	\$4,000
Indigenous	\$6,300	\$15,250	\$24,900
Work Study Program	\$40,000	\$40,000	\$40,000
Sub-Total	\$1,326,435	\$815,411	\$1,908,353

The funding detailed in the table above is inclusive of \$1,200,000 in donor-funded scholarships, bursaries and awards that are administered across several of the award types also detailed above.

The \$4 million administered in the 2022 calendar year is reflective of a notable increase to student award funding at KPU across our most recent fiscal years as follows:

Fiscal Year Ending 2020: \$2,200,000

Fiscal Year Ending 2021: \$2,350,000

Fiscal Year Ending 2022: \$2,615,000

Fiscal Year Ending 2023: \$3,865,000

Also of note is the recent establishment of endowments for additional KPU scholarships, bursaries and awards. Income from these endowments will be available for distribution beginning April 2023. Contributions to these endowments in fiscal years 2021 and 2022 are as follows:

Fiscal Year Ending 2021: \$2,000,000

Fiscal Year Ending 2022: \$3,300,000

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #6.2

Meeting Date: *February 1, 2023*

Presenter(s): *Dr. Alan Davis*

Agenda Item	Vision 2026 Update
Action Requested	Discussion
Recommended Resolution	-
Committee Report	At its meeting on January 18, 2023, the Board Governance Committee received an update on Vision 2026 and is presented here for discussion.
Context & Background	Vision 2023 was developed and approved by the Board in 2018 and it has served as an excellent resource for planning and strategic decision-making since then. To bridge between the Vision 2023 final report and the arrival of a new president in 2025, the attached draft of a Vision 2026 Update is being proposed. It is important to understand what strategic priorities need to be set in place and what may be better finalized by the new president.
Key Messages	<ol style="list-style-type: none"> 1. The Vision 2023 strategic plan will close with a final report in the Fall of 2023. 2. With the re-appointment of Dr. Davis until August 2025, an update to Vision 2023 (the "Vision 2026 Update") needs wide consultation and Board approval. 3. The Vision 2026 Update will provide the priorities for ensuring a successful transition to a new president. 4. Included in this update is a statement of KPU's values and a new theme: Justice, with 3 strategic goals.
Resource Requirements	None
Implications/Risks	Without such a plan, the transition to a new era for KPU with a new president in 2025 may not be as successful.
Consultations	Board, Foundation Board, Senior Leadership, Academic Council, Senate, KSA, Unions
Attachments	1. Vision 2026 Update: DRAFT

2. Policy [GV10](#): Mission, Vision and Values Development and Amendment
3. [Board Governance Manual](#): Section 18 - Strategic Planning

Submitted by Dr. Alan Davis, President and Vice Chancellor

Date submitted January 20, 2023

Building on Vision 2023.....

Vision 2026

The Context

In 2018, in drafting Vision 2023, KPU was prescient. It described a future where:

- as a result of digital transformation, the nature of work and ways of life are quickly evolving;
- awareness of and demands for action around social injustice are heightened;
- environmental impacts such as global climate change are requiring significant adaptation in the way we work and live; and
- decolonization of institutions and full inclusion of Indigenous peoples is a priority.

KPU suggested that, in order to respond to these challenges and to make the world a better place, access to lifelong, meaningful education for all is fundamental. This is as important now in 2023 as it was then, and these challenges continue with the addition of the impacts of the continuing global COVID-19 pandemic, and a changing world order. These and other factors have shown how much we depend on global supply chains and on a workforce that has undergone all sorts of disruptions.

KPU's response remains consistent. As a polytechnic university, KPU has the unique opportunity to evolve in a way that anticipates this future by:

- reflecting and serving our diverse, dynamic and growing region by providing a wide range of offerings, services and activities;
- defining, developing and teaching the essential new competencies needed by our graduates, encompassing both technical and human literacies, creativity, adaptability, and social awareness;
- ensuring that our graduates are prepared for a life time of learning and re-learning, and providing them with opportunities to adapt to their changing needs; and
- practicing what we preach as we evolve as a unique, progressive and highly regarded polytechnic university which fosters innovative teaching and learning and relevant research and scholarship.
- striving to be a good university*: democratic, engaged, truthful, creative and sustainable. **The Good University*, Raewyn Connell (2019)

Vision 2025

KPU's Mission, Vision, Values and Goals

Mission By thinking and acting together, we transform lives and empower positive change

Vision In 2023, KPU is a learning ecosystem rooted in a culture of sustainability, creativity and quality that inspires our people and our communities

Values [DRAFT] At KPU, we work together to transform lives for the benefit of our society. In so doing we work towards shared goals in ways that align with both universal and institutional values.

Universal Values of Higher Education:

KPU embraces the five universal values of higher education as informed by international human rights law, UNESCO instruments, and related civil society statements:

<https://www.scholarsatrisk.org/resources/promoting-higher-education-values-a-guide-for-discussion/>

equitable access – accountability - institutional autonomy - academic freedom - and social responsibility.

Institutional Values:

KPU distinguishes itself as a place “where thought meets action”, and we tirelessly endeavor to undertake our work as follows:

We are brave.

We pursue excellence and innovation with courage, creativity, adaptability and resilience.

We are mindful.

We care about the quality of our work, the words we choose, the actions we take, and the impact we have on our students and colleagues.

We are collaborative.

We seek solutions together.

We are equitable.

We actively strive to offer opportunities, supports, and resources for all students and employees of equity-denied groups to ensure that they thrive and succeed.

We are grounded.

We use our knowledge and practical skills to develop possibilities and solutions that benefit society.

Goals KPU's 12 goals are organized into five interconnected themes:

A. **Experience:** We will

- A1. Enhance the experience of our students
- A2. Enrich the experience of our employees
- A3. Delight our friends in their experience

B. **Sustainability:** We will

- B1. Foster environmental sustainability through our offerings, research and operations
- B2. Integrate planning to ensure KPU operations are aligned with our resources, thus sustaining quality and institutional health
- B3. Ensure financial sustainability for KPU through long term planning and the implementation of the KPU Communities Trust

C. **Creativity:** We will

- C1. Increase the levels of activity, funding and intensity of research and scholarship
- C2. Increase innovation in teaching, learning and curriculum
- C3. Develop new offerings and pathways that reflect the need for KPU's communities and the province.

D. **Justice:** We will

- D.1 Implement xé?el̓ to foster decolonization and reconciliation in accord with the UN Declaration of the Rights of Indigenous Peoples and in response to the Calls to Action of the Truth and Reconciliation Commission (2015)
- D.2 Advance Antiracism initiatives across KPU
- D.3 Increase engagement within and beyond the classroom on all matters of social justice.

E. **Quality:** We will

- E1. Ensure continuous improvement of all KPU programs and services
- E2. Hold each other responsible for our promises and our expectations
- E3. Be accountable to our partners, governments and communities

The Details

A. Experience: Students, employees and friends enjoy rich, engaging and supportive educational and working experiences

A1. Goal: We will enhance the experience of our students

Progress on this goal will be made by ensuring that both domestic and international students have access to:

- The courses they need to graduate in a timely manner
- Experiential learning opportunities in all programs
- Campus resources to support their learning and development
- Campus facilities and services to support their well-being, including progress on affordable housing
- Increased financial support when in need

Experiential learning includes, for example, co-ops, practica, field work and other work-integrated learning, as well as service learning, and research.

A2. Goal: We will enrich the experience of our employees

Progress on this goal will be made by providing our employees with access to:

- Appropriate professional development opportunities
- Appropriate opportunities to advance internally
- Celebration and recognition of employees' achievements and service
- The resources necessary to do their job effectively
- The resources necessary to support their well-being
- An inclusive workplace where people are treated with dignity and respect and are free from discrimination, bullying and harassment

A3. Goal: We will delight our friends in their KPU experience

Progress on this goal will be made by:

- Regularly engaging our friends to actively contribute to KPU
- Ensuring our friends have a positive experience when they visit KPU
- Respecting and valuing the contributions of our friends to KPU
- Engaging with our partners in ways that benefit our communities

By "friends" we mean Indigenous peoples, alumni, retirees, visitors, donors, members of advisory boards, the KPU Foundation Board, partner organizations, health authorities and school districts, and members of the communities we serve.

What this means for KPU:

By making the perspectives of students, employees and friends our priority, we will improve their experiences at KPU. KPU will be an inclusive and safe learning and working environment that values, supports, and benefits from the diversity of all its people. It will act on the report of the KPU Global Task Force (expected in early 2024).

B. Sustainability: Cultural, social, environmental and institutional sustainability are advanced

B1. Goal: We will foster environmental sustainability through our offerings, research and operations

Progress on this goal will be made by:

- Offering formal education programs and courses that address sustainability
- Conducting research that addresses sustainability issues
- Ensuring our operations are environmentally sustainable

B2. Goal: We will integrate planning to ensure KPU operations are aligned with our resources, thus sustaining quality and institutional health

Progress on this goal will be made by:

- Creating an integrated planning culture whereby:
 - institutional priorities to guide planning and decision-making are established annually and reviewed quarterly
 - divisions create operations plans that address institutional priorities, given available resources, and are accountable for the results
 - the need to make difficult decisions to ensure quality and institutional health is recognized
 - decisions are fully-informed and transparent
- Developing institutional mechanisms to align all planning and approval processes with available resources and institutional priorities
- Employing a budget model that ensures the strategic allocation of available resources to address institutional priorities
- Providing planners and decision-makers with the tools and training required to align operations with priorities and resources
- Sustainable enrolment planning that aligns recruitment, admission and retention processes with our capacity to meet demand and support student success

B3. Goal: Ensure financial sustainability for KPU through enrolment and financial planning and the implementation of the KPU Communities Trust

Progress on this goal will be made by:

-

What this means for KPU:

KPU's commitment to environmental sustainability through cross-university engagement and co-ordination will continue, and external validation will be sought.

Integrated planning will ensure that academic offerings and services are aligned with our resources so that quality, financial and institutional stability are sustained.

C. Creativity: KPU's innovation, scholarship and research benefit KPU, its students and society.

C1. Goal: We will expand innovation in teaching, learning and curriculum

Progress on this goal will be made by:

- Ensuring students receive quality instruction and a meaningful learning experience
- Ensuring educators are well supported to innovate in teaching, learning and curriculum

C2. Goal: We will expand activity, funding, intensity and impact of research and scholarship

Progress on this goal will be made by:

- Increasing support for research and scholarship activities
- Increasing the amount of funding for research and scholarship activities conducted by KPU employees
- Increasing the intensity of research and scholarly activity
- Increasing the amount of research and scholarly activity
- Increasing the impact of KPU research
- Engaging local industry, NGOs, community organizations and businesses to address economic and social needs for the prosperity of our communities

Scholarship and Research at KPU encompasses discovery, application, engagement, creation, integration and the scholarship of teaching and learning.

C3. Goal: We will embolden creative problem solving across KPU's operations

Progress on this goal will be made by:

- Anticipating the rapid changes occurring in work and society, and increasing our ability to respond accordingly
- Ensuring employees are empowered to take calculated and creative risks without fear
- Providing employees with the resources to incorporate diverse and creative problem solving into their daily operations

What this means for KPU:

KPU links thought to action, appreciating and embracing creativity and innovation in all forms, big and small.

KPU will do more to recognize and celebrate the innovation, research and scholarship already underway.

We will invest more in all types of creative activity, both formal and informal, especially in the context of the digital transformation in our society.

D Justice: KPU can build on its history of openness and innovation to help build a more just society

D.1 Implement xé?elł to foster decolonization and reconciliation in accord with the UN Declaration of the Rights of Indigenous Peoples and in response to the Calls to Action of the Truth and Reconciliation Commission (2015)

Progress on this goal will be made by:

-

D.2 Advance Antiracism initiatives across KPU

Progress on this goal will be made by:

-

D.3 Advance Equity, Equity, Diversity and Inclusion across KPU

Progress on this goal will be made by:

-

What this means for KPU:



E. Quality: Continuous improvement builds confidence and reputation.

E1. Goal: Through continuous improvement of all KPU programs and services, we will ensure that our graduates are well prepared for work and for life.

Progress on this goal will be made by:

- Conducting regular reviews of all KPU programs to ensure continued relevance, alignment with institutional priorities, and efficient and effective use of resources, and implementing recommendations as appropriate
- Conducting regular reviews of all KPU support services to ensure continued relevance, alignment with institutional priorities, and efficient and effective use of resources, and implementing recommendations as appropriate
- Conducting regular reviews of all KPU operations to ensure continued relevance, alignment with institutional priorities, and efficient and effective use of resources, and implementing recommendations as appropriate

E2. Goal: We will hold each other responsible for our promises and our expectations

Progress on this goal will be made by:

- Ensuring employees understand their role in achieving KPU's mission, mandate and vision
- Ensuring employees have clear expectations that guide their work
- Ensuring employees receive effective feedback on how well they meet those expectations
- Promoting a culture of shared responsibility, and accountability to each other

E3. Goal: Be accountable to our partners, governments and communities

Progress on this goal will be made by:

- Ensuring effective and efficient use of resources
- Ensuring appropriate access to educational programming
- Ensuring students receive a quality education to ensure their success
- Ensure KPU is regarded favorably by the community we serve
- Ensuring we fulfill our commitments to our partners

Holding each other responsible is fundamental to a collegial organization. As peers, we are all vested in KPU's quality and reputation, and we must be open to respectfully giving and receiving constructive feedback.

What this means for KPU:

KPU's mandate is to add value by contributing to the social, economic and cultural life of our region and beyond.

We do this by providing the right mix of offerings and services, and undertaking research and innovation of many types. These can all be improved through regular cycles of thoughtful and collegial reflection, evaluation and subsequent change.

This attention to continuous improvement is key to building the long term reputation of KPU and thus its ability to attract and retain motivated students and talented employees, and to increase respect within the community.

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #9.3

Meeting Date: February 1, 2023

Presenter(s): Chervahun Emilien

Agenda Item **FY 2023-24 Draft University Budget and Revisions to Bylaw No. 4, Fees**

Action Requested	Motion
Recommended Resolution	THAT the Board of Governors approve the draft budget for Fiscal Year 2023-24; and the revisions to Bylaw No. 4, Fees, as recommended by the Board Finance Committee.

Committee Report At its meeting held on January 17, 2023, the Board Finance Committee recommended that the Board of Governors approve the Final Draft Budget for Fiscal Year 2023-2024 and the revisions to Bylaw No. 4, Fees.

Context & Background **University Act, Section 62 (2):** *The president must prepare and submit to the board an annual budget in consultation with the appropriate standing committee of the senate.*
Presentation of the draft budget for Fiscal Year 2023-24 is being put forth to the Board of Governors for approval.

Bylaw 4 is revised on an annual basis to reflect annual increases and changes to fees.

Key Messages

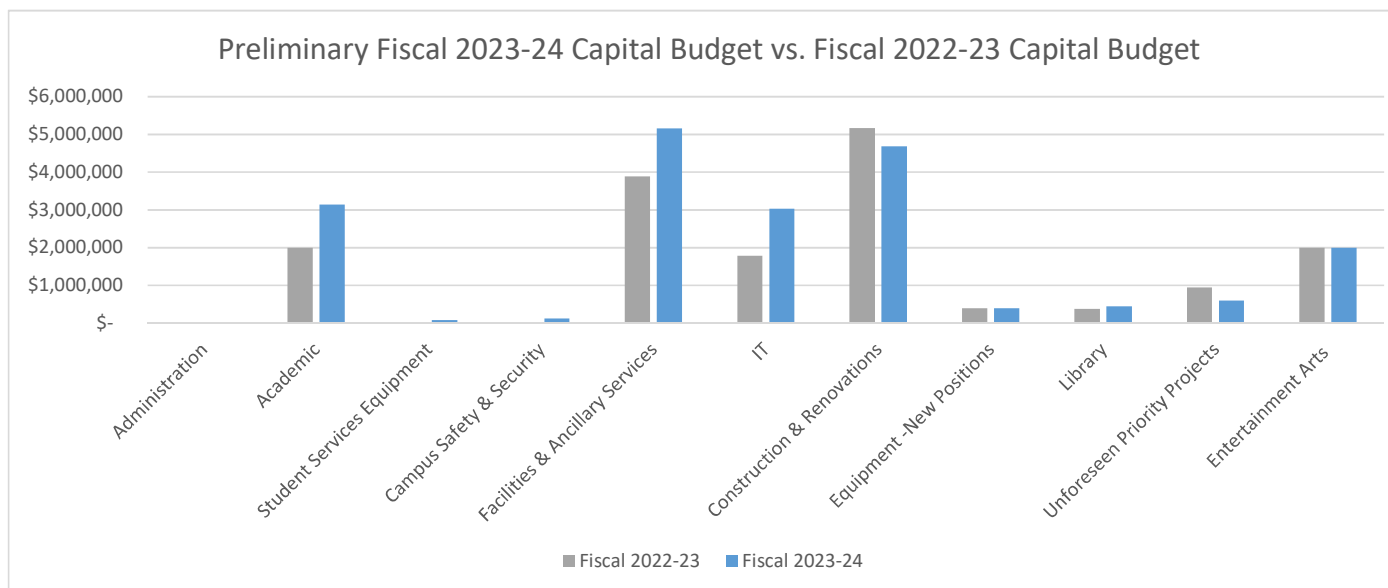
1. KPU will present a balanced budget for fiscal year 2023-24. KPU's ability to adhere to the proposed budget includes assumptions around steady international student tuition revenue. This assumption will be revisited at stable enrolment date for Spring 2023.
2. The budget preparation for fiscal 2023-24 focused on ensuring the allocation of any additional funds is consistent with the Fiscal 2023-24 Budget Principles and Priorities and KPU's strategic priorities (Vision 2023 & Academic Plan).
3. The draft 2023-24 budget proposes increases of approximately \$27 million in revenues and \$27 million in expenses when compared to the Fiscal 2022-23 Budget, which included increases of \$47 million in revenues and \$43 million in expenses.
4. Bylaw 4 reflects a raise in domestic tuition by 2%; the maximum allowed by the provincial government under the Tuition Limit Policy. Although this policy does not apply to international student tuition, increases were held at 2% for international tuition as well.

Resource Requirements	None
Implications/Risks	None
Consultations	Polytechnic University Executive KFA and BCGEU union groups Academic Council Senate Standing Committees on Academic Planning and Priorities and on University Budget Board Finance Committee
Attachments	<ol style="list-style-type: none"> 1. Fiscal 2023-24 Draft Budget Presentation 2. Appendix 1 – Fiscal 2023-24 Draft Budget 3. Appendix 2 – Fiscal 2023-24 Draft Capital Budget 4. FY2023 Draft Bylaw No. 4 Fees 5. FY2023 Draft Bylaw No. 4 Fees (track changes)
Submitted by	Chervahun Emilien, Chief Financial Officer
Date submitted	January 23, 2023

Kwantlen Polytechnic University
Appendix 1 - Fiscal 2023-24 Budget In \$'000
Summary - By Account Type

				FY 2023-24 Budget to FY2022-23 Base Budget	
Account Group	Account Type	FY 2022-23 Annual Base Budget	FY 2023-24 Proposed Budget	\$	%
Revenue	Operating Grant	81,024	88,834	7,810	10%
	Grants	1,551	261	(1,290)	(83%)
	Amort of Deferred Contributions	6,172	6,572	400	6%
	Tuition Fees-Domestic	35,829	35,433	(396)	(1%)
	Tuition Fees-International	109,662	123,921	14,259	13%
	Student Fees	9,178	10,429	1,251	14%
	Applic and Other Fees-Domestic	799	649	(150)	(19%)
	Applic and Other Fees-International	1,114	1,906	792	71%
	Tuition - Non-Credit	675	1,005	330	49%
	Contract Services	135	210	75	56%
	Shop Income	528	510	(18)	(3%)
	Investment Income	1,500	3,560	2,060	137%
	Bookstores Income	2,180	2,180	-	0%
	Parking Income	681	681	-	0%
	Ancillary Commission Income	188	188	-	0%
	Amortization of Capital Contributions	9,233	11,649	2,416	26%
	Other income	2,284	1,791	(493)	(22%)
Revenue Total		262,733	289,779	27,046	10%
Salaries	Salaries-Faculty	81,915	85,733	3,819	5%
	Salaries-GEU Staff	34,403	35,982	1,579	5%
	Salaries-Admin	25,079	29,956	4,877	19%
	Salaries-Other	3,746	4,688	942	25%
	Benefits	33,833	38,471	4,639	14%
Salaries and Benefits Total		178,974	194,830	15,856	9%
Benefits as a % of Salaries		23.3%	24.6%		
Non-salary Expenditures	Supplies	5,154	5,520	366	7%
	Repairs and Maintenance	5,318	4,788	(530)	(10%)
	Software and Subscriptions	9,031	10,255	1,224	14%
	Contracts	1,992	1,992	-	0%
	Leases/Rentals	618	712	94	15%
	Travel and PD	3,819	4,026	207	5%
	Student Awards	3,346	3,663	318	9%
	Utilities	2,462	2,513	51	2%
	Communications	1,501	1,624	123	8%
	Fees and Services	25,498	28,973	3,475	14%
	KPU Foundation Disbursements	-	-	-	0%
	Transfers to Third Parties	-	2,000	2,000	100%
	Cost-of-Sales	1,563	1,563	-	0%
	Contingency	2,110	5,812	3,702	175%
	Transfers In (Out)	-	-	-	0%
Non-salary Expenditures Total		62,411	73,441	11,030	18%
Amortization	Amortization of Capital Assets	21,347	21,508	161	1%
Net income (loss)		-	-	-	0%

Kwantlen Polytechnic University
Appendix 2 - Fiscal 2023-24 Draft Capital Budget
Preliminary Capital Budget



Preliminary Fiscal 2023-24 Capital Budget vs. Fiscal 2022-23 Capital Budget

	Fiscal 2022-23	Fiscal 2023-24	Fiscal 2023-24 Allocation Details
Administration	\$ 25,000	\$ 25,000	Equipment as required for Duty to Accommodate.
Academic	2,000,000	3,142,248	Academic capital project and equipment priorities, capital renewal, and emergency requests.
Student Services Equipment		78,500	Capital equipment purchases to support student experience.
Campus Safety & Security	-	125,000	Continuation of Blackout Blinds project. Multi-year Safety and Lighting Project will also continue and is to be funded through Ministry funds.
Facilities & Ancillary Services	3,884,300	5,160,450	KPU's contribution towards Ministry funded capital maintenance projects, as well as the refresh allocation for University-wide furniture and equipment including "Tech-Ready" classrooms, Exterior Accent Lighting, Cloverdale paving and signage.
IT	1,788,000	3,028,000	Refresh allocation for laptops, desktops, and AV equipment. In addition to refreshing assets the allocation includes redundancies to campus WANs, WiFi expansion and electronic storage.
Construction & Renovations	5,170,000	4,690,000	Institutional wide priority construction including concept & design plans for Campus Learning Gardens, Library conceptual plan and the Surrey Transit Plaza, as well as construction funds for the SAFA renovation. This includes one-time only deferral of specific fiscal 2022-23 capital construction projects.
Equipment -New Positions	400,000	400,000	Work stations/equipment for net new positions.
Library	384,200	451,000	Annual refresh of Library capital assets.
Unforeseen Priority Projects	950,000	600,000	Discretionary allocation for strategy priority projects and emergent needs.
Entertainment Arts	2,000,000	2,000,000	Furniture and equipment funding deferred from Fiscal 2022-23 to support EA program.
Total	\$ 16,601,500	\$ 19,700,198	

Bylaw History
Bylaw No. 4
Approving Jurisdiction: Board of Governors
Original Effective Date: November 16, 1982
Revised Date: February 1, 2023

Bylaw No. 4

Fees

- Pursuant to the *University Act*, program or course fees and charges to be paid to the University by students shall be determined and/or revised by the Board of Governors.
- The tuition fee structure for domestic students includes base tuition (Category 1) as well as differential tuition (Categories 2-9). Rates effective September 1, 2023 shall be:

a. Credit Based Programs:

Category	\$ / credit	
1	\$156.52	<ul style="list-style-type: none"> Existing courses¹ as at September 1, 2011 will remain in Category 1. Courses in Adult Special Education.
2	\$189.13	<ul style="list-style-type: none"> Courses in the Education Assistant Program. New courses developed for degrees/programs in Faculties such as Business and Arts.
3	\$211.26	<ul style="list-style-type: none"> Courses in Bachelor of Design, Product Design. New courses developed for degrees/programs that incorporate smaller classes, labs, and/or studios, e.g. Design, Science, Horticulture and Health.
4	\$241.78	<ul style="list-style-type: none"> Courses in the Health Unit Coordinator program. New online courses developed for degrees/programs and other specialized programs.
5	\$298.76	<ul style="list-style-type: none"> Courses in Brewing and Brewery Operations and Health. Courses in Mechatronics and Advanced Manufacturing Technology Diploma.

¹ With the exception of the Health Unit Coordinator and Education Assistant Programs.

3. Other fees and charges for domestic students effective September 1, 2023 are as follows:

a. Student fees for libraries, technologies and student life.	7% of tuition
b. Application fee	\$40.00 No charge for self-declared Aboriginal applicants.
c. Transcript fee	\$10.00 per transcript
d. Appeals	\$15.00
e. Confirmation deposit	Domestic applicants are required to remit a non-refundable \$250.00 confirmation deposit to signify acceptance of an offer of admission to open intakes and a \$500.00 confirmation deposit to signify acceptance of an offer of admission to a limited intake program. If the student registers this fee will be applied towards the full tuition fees assessment.
f. Graduation fee	No charge

4. Prior Learning Assessment and Recognition (PLAR):

- Students receiving PLAR credit awarded for individual course(s) will be charged the domestic rate of tuition based on the fee category for the assigned course.
- Students receiving PLAR credit(s) as a result of a competency-based assessment will be charged an assessment fee of \$750 or the cost associated with the resulting credit at the domestic rate of tuition based on the fee category for the assigned course(s), or whichever is the lesser of the two.
- Students receiving PLAR credit for coursework previously completed at KPU in a different academic level may be exempt from PLAR fees, with approval of a PLAR advisor/assessor and the relevant Dean. Where a previous assessment is on file as precedent, a flat fee of up to \$750 may be assessed at the discretion of the Dean with approval of the Vice President, Finance and Administration.

5. Continuing and Professional Studies:

Fees and charges will be assessed by the appropriate Vice President.

6. Service charges:

All discretionary fees will be determined by the appropriate Vice President (e.g. duplicate tuition receipt charge, NSF cheque/stop payment charge, calendar charge, rush documents, graduation late fee, document evaluation fee, external invigilation charge, supplementation

exam fee, library card replacement fee, cheque replacement fee, etc.).

7. Co-operative Education Work Term for both domestic and international students:

<u>All Co-operative Education Students</u>	<u>Tuition</u>	<u>Student Fees (LTSD)</u>
Full-time work terms	\$704.34 per work term	7% of tuition

a. The tuition fee for a Co-operative Education Work Term is a flat fee per work term. This is equivalent to 4.5 credit hours based on the amount per credit in category 2. a.1. Note however, the student will be awarded the equivalent of 9 credit hours.

8. International student fees

International student tuition fees for credit-based courses are as follows effective September 1, 2023:

a. International student tuition fees (except for 8 (b))	\$712.27 / credit
b. International student tuition fees for English Upgrading (ENGQ) and English Language Studies (ELST)	\$394.16 / credit

International student tuition fees for Fixed Term Programs are as follows effective September 1, 2023:

c. International student tuition fees	\$712.27 / week
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Other fees and charges for international students are as follows:

d. Student fees for libraries, technologies and student life	7% of tuition
e. Application fee	\$120.00
f. Transcript fee	\$10.00 per transcript
g. Appeals	\$15.00

h. Confirmation deposit	<p>International applicants are required to remit a non-refundable \$5,000 confirmation deposit to signify acceptance of an offer of admission.</p> <p>If the student registers, this fee will be applied towards the full tuition fees assessment.</p>
i. International tuition deposit	<p>Continuing international students are required to remit a non-refundable \$2,200 international tuition deposit to signify their intent to register in classes for the upcoming term.</p> <p>Once an international student registers for courses, the international tuition deposit is applied toward the account balance, thereby reducing the total fees owing for the term.</p>
j. Graduation fee	No charge

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #9.4

Meeting Date: February 1, 2023

Presenter(s): Chervahun Emilien

Agenda Item FY 2022-23 Financial Status Update

Action Requested	Information
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Recommended Resolution	None
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Committee Report At its meeting on January 17, 2023, the Board Finance Committee received an update on FY 2023 status update and is presented here for information.

Context & Background The Board of Governors approved a balanced budget for the 2022-2023 fiscal year.

The Finance Committee assists the Board in fulfilling its obligations and oversight responsibilities relating to financial planning, financial reporting, investments, property and when required, to make recommendations to the Board for approval.

Monthly reports are presented to the Board to inform on spend activities undertaken by the University. Variance and forecasting analytics have been completed internally for the period ending November 2022.

Key Messages

1. Review of results for the 2022-2023 fiscal year continue to indicate a favorable position for the University.
2. Variance reporting provides the total overall balance to date and the forecasted surplus or deficit to the end of the fiscal year. The variance reporting process allows for in-depth reviews and to support more just- in- time decision making.

Resource Requirements N/A

Implications/Risks None

Consultations N/A

Attachments	<ol style="list-style-type: none"> 1. Financial update by financial account as at November 30, 2022 2. Variance reporting summary by portfolio as at November 30, 2022 3. Variance reporting details as at November 30, 2022
Submitted by	Chervahun Emilien, Chief Financial Officer
Date submitted	January 18, 2023

Kwantlen Polytechnic University
Fiscal 2022-23
As at end of November 30, 2022

Account Group	Account Type	2023 Annual Original Budget	2023 Annual Adjusted Budget	Fiscal 2023 YTD Budget	Fiscal 2023 YTD Actuals	Fiscal 2023 Forecast	Forecast Variance to Adjusted Budget
Revenue	Operating Grant	81,023,600	81,474,800	54,316,533	53,078,192	83,560,963	2,086,163
	Grants	1,551,300	1,551,300	1,034,200	490,971	922,320	(628,980)
	Amort of Deferred Contributions	6,172,000	10,035,100	6,690,067	4,961,850	11,328,937	1,293,837
	Tuition Fees - Domestic	35,829,100	35,970,400	23,980,267	23,719,735	33,214,584	(2,755,816)
	Tuition Fees - International	109,662,400	109,662,400	73,108,267	75,263,314	117,556,599	7,894,199
	Mandatory Student Fees	9,177,800	9,187,700	6,125,133	6,370,324	10,121,100	933,400
	Application Fees -Domestic	799,000	799,000	532,667	540,281	825,540	26,540
	Application Fees -International	1,114,000	1,114,000	742,667	1,009,977	1,529,177	415,177
	Tuition - Non-Credit	675,000	675,000	450,000	708,677	1,050,094	375,094
	Contract Services	134,800	134,800	89,867	58,295	58,295	(76,505)
	Shop Income	527,600	527,600	351,733	368,709	534,925	7,325
	Interest & Investment Income and FX	1,500,000	1,500,000	1,000,000	3,010,794	5,122,830	3,622,830
	Bookstore Revenue	2,180,200	2,180,200	1,453,467	1,424,356	2,497,174	316,974
	Parking Revenue	681,000	681,000	454,000	532,829	799,244	118,244
	Other Commissions	187,700	187,700	125,133	67,060	100,590	(87,110)
	Deferred Capital Contribution	9,232,800	11,033,100	7,355,400	6,663,507	10,865,870	(167,230)
	Other income	2,284,400	2,284,400	1,522,933	1,326,221	2,041,884	(242,516)
	Revenue Sensitivity Provision				-	-	-
Revenue Total		262,732,700	268,998,500	179,332,333	179,595,092	282,130,126	13,131,626
Salaries	Salaries - Faculty	81,893,400	82,564,600	55,043,067	49,408,177	79,558,750	(3,005,850)
	Salaries - Staff	34,423,600	34,817,500	23,211,667	19,856,423	32,106,923	(2,710,577)
	Salaries - Administration	25,078,800	25,354,100	16,902,733	13,915,889	23,046,066	(2,308,034)
	Salaries - Other	3,745,800	4,839,000	3,226,000	3,395,052	5,674,931	835,931
	Benefits	33,832,700	34,312,200	22,874,800	20,117,819	32,763,675	(1,548,525)
Salaries and Benefits Total		178,974,300	181,887,400	121,258,267	106,693,360	173,150,343	(8,737,057)
Benefits as a % of Salaries		23.3%	23.3%	23.3%	23.2%	23.3%	
Non-salary Expenditures	Supplies	5,154,200	5,162,100	3,441,400	4,017,907	5,252,562	90,462
	Repairs and Maintenance	5,317,900	5,467,500	3,645,000	1,917,441	4,809,091	(658,409)
	Contracts	1,991,900	1,991,900	1,327,933	1,236,318	2,104,000	112,100
	Software and Subscriptions	9,031,200	9,119,300	6,079,533	4,190,897	7,373,519	(1,745,781)
	Leases/Rentals	617,600	717,600	478,400	302,445	490,323	(227,277)
	Travel and PD	3,818,900	3,814,300	2,542,867	2,043,753	3,488,826	(325,474)
	Student Awards	3,345,500	3,345,500	2,230,333	2,574,834	4,392,328	1,046,828
	Utilities	2,462,000	2,462,200	1,641,467	1,206,530	2,423,080	(39,120)
	Communications	1,501,100	1,501,100	1,000,733	710,324	1,224,050	(277,050)
	Fees and Services	25,498,200	28,509,700	19,006,467	13,675,480	27,937,877	(571,823)
	KPU Foundation Disbursements		-	-	-	-	-
	Transfers to Endowment	-	-	-	-	-	-
	Cost-of-Sales	1,562,700	1,562,700	1,041,800	1,186,029	1,616,100	53,400
	Budget Contingency	2,110,000	2,110,000	1,406,667	-	2,110,000	-
Non-salary Expenditures Total		62,411,200	65,763,900	43,842,600	33,061,959	63,221,757	(2,542,143)
	Amortization of Capital Assets	21,347,200	21,347,200	14,231,467	12,704,123	20,500,000	(847,200)
Net income (loss)		-	-	-	27,135,651	25,258,026	25,258,026

Approved By: Chervahun Emilien, CFO

	FY 2022-23 Annual Original Budget	FY 2022-23 Adjusted Budget	FY 2022-23 YTD Budget	YTD Actuals	Anticipated Spend / Revenue to March 31, 2023	FY 2022-23 Projected Totals	Variance to Adjusted Budget (\$)	FY 2021-22 Actual	Comments on Variance of Forecast to Adjusted Budget
Revenue	262,733	268,999	179,332	179,595	102,535	282,130	13,132	230,807	Additional revenues anticipated through International enrolment, recognition of externally restricted funds/projects as well as an upswing in interest income on cash balances.
Operating Expenses									
Academic Portfolio	135,018	138,042	92,028	80,237	47,938	128,175	9,867	115,502	The majority of the forecasted budget surplus is related to salary and benefit savings. Significant savings are resulting from activity that is internally budgeted but is covered by externally restricted sources this fiscal year. The remainder of savings are related to the reduced level of activity in the new Entertainment Arts program as compared to budget.
Student Services Portfolio	20,767	24,197	16,131	12,638	9,467	22,105	2,092	17,715	Salary savings related to new positions, vacancies/employee churn and longer than expected recruitment process along with not being able to mobilize some of the externally restricted project work. Non-salary budget is largely on target with Adjusted Budget.
President Portfolio	4,767	5,165	3,444	3,054	1,768	4,822	343	3,612	Budget surplus is primarily a result of salary savings associated with vacant positions.
HR Portfolio	9,907	11,635	7,757	5,817	5,322	11,139	496	8,222	Salary savings associated with newly created positions that are hard to fill and general staff churn.
VPFA Portfolio	-	-	-	-	-	-	-	72	
Administration Portfolio	35,149	37,485	24,990	19,365	14,521	33,887	3,599	29,532	Savings are primarily being generated in IT, which has been significantly, negatively impacted by the labour market shortage. The remaining savings are observed in software & subscriptions, as well as savings in both internally and externally funded projects due to delays.
CFO Portfolio	5,332	5,460	3,640	2,422	1,556	3,978	1,482	3,627	Cost savings resulting from new positions, vacant, failed and ongoing recruitment searches.
External Affairs Portfolio	5,646	6,820	4,546	3,038	3,196	6,233	587	5,095	Salary savings associated vacant positions and general staff churn.
SPF Expenses	4,354	4,452	2,968	4,375	638	5,014	(562)	4,174	Consistent with revenue recognition we are seeing an increase in SPF activity back to pre-pandemic levels and over budget.
Revenue Generating Expenses	2,475	2,478	1,652	1,863	931	2,794	(316)	2,843	Similar to above, as we move to a post-pandemic world, extracurricular activities are increasing along with associated revenues.
Non-divisional	17,972	11,916	7,944	6,936	11,290	18,226	(6,310)	19,670	Consistent with revenue expectations for our operating grant, there is a placeholder for anticipated collective agreement increases in the current fiscal year, forecasted through non-divisional.
Amortization of Capital Assets	21,347	21,347	14,232	12,704	7,796	20,500	847	20,121	We have observed delays in several large capital projects which will impact the timing on when those assets are put into use.
Other reconciling items	-	-	-	10	(10)	-	-	-	Timing differences
Total	-	-	-	27,136	(1,878)	25,258	25,258	622	

Approved By: Chervahun Emilien, CFO

	FY 2022-23 Annual Original Budget	FY 2022-23 Adjusted Budget	FY 2022-23 YTD Budget	YTD Actuals	Anticipated Spend / Revenue to March 31, 2023	FY 2022-23 Projected Totals	Variance to Adjusted Budget (\$)	FY 2021-22 Actual
Revenue Revenue	262,733	268,999	179,332	179,595	102,535	282,130	13,132	230,807
Operating Expenses								
Academic Portfolio								
Office of the VP, Academic	10,544	10,306	6,871	3,603	3,429	7,032	3,275	6,790
Faculty of Design	4,936	5,156	3,437	2,975	1,958	4,932	224	4,485
Library Resources	6,119	6,240	4,160	4,121	1,908	6,028	212	6,226
Faculty of Arts	35,599	35,763	23,842	21,585	12,526	34,111	1,652	28,811
Faculty of Business	31,896	31,987	21,325	19,775	11,784	31,559	428	27,947
Faculty of Health	9,425	9,889	6,593	5,978	2,564	8,542	1,347	8,298
Faculty of Academic & Career Prep	7,360	7,440	4,960	3,927	2,251	6,178	1,262	5,446
Faculty of Science and Horticulture	17,144	17,210	11,473	10,734	6,075	16,809	401	15,992
Faculty of Trades & Technology	7,175	7,286	4,857	4,705	2,392	7,098	188	6,816
Research, Innovation and Grad Studies	1,985	2,253	1,502	1,078	873	1,951	302	2,224
Office of Teaching & Learning	2,835	3,229	2,152	1,592	1,084	2,677	552	2,467
VP Academic Ministry Approved Projects	-	1,284	856	164	1,093	1,258	26	-
Student Services Portfolio								
Vice-President, Student Services	781	472	314	282	186	467	4	441
Office of the Registrar	5,672	5,870	3,913	3,056	2,330	5,387	483	4,616
Student Affairs	8,061	9,704	6,469	5,167	3,699	8,866	838	7,033
Indigenous Leadership	268	613	409	161	208	369	244	102
International Education	5,985	6,875	4,583	3,954	2,624	6,577	297	5,523
VP Students Ministry Approved Projects	-	664	443	19	420	439	226	-
President Portfolio								
Office of the President	1,968	2,110	1,407	1,420	702	2,122	(12)	1,421
Governance & Policy	523	502	335	272	174	446	56	386
Office of Planning and Accountability	1,311	1,327	885	794	435	1,229	98	1,109
Office of the General Counsel	966	986	657	523	269	792	194	696
Presidents Ministry Approved Projects	-	240	160	45	187	233	7	-
Human Resources Portfolio								
Office of the VP, HR	335	472	315	240	187	427	45	176
Human Resources	5,987	6,823	4,548	3,502	2,966	6,468	355	5,292
Campus Security and Risk	3,584	4,241	2,827	2,075	2,112	4,187	54	2,753
VP HR Ministry Approved Projects	-	100	67	-	57	57	43	-
VPFA Portfolio								
Office of the VP, Finance & Admin	-	-	-	-	-	-	-	72
Administration Portfolio								
Office of the VP, Administration	358	361	240	248	131	379	(18)	199
Campus and Community Planning	1,213	1,453	969	521	674	1,194	259	1,131
Facilities, Ancillary and Space	17,234	17,896	11,931	10,131	7,250	17,381	515	16,853
Information Technology	16,344	16,200	10,800	8,355	5,373	13,728	2,472	11,348
VP Admn Ministry Approved Projects	-	1,575	1,050	111	1,093	1,204	371	-
CFO Portfolio								
Office of the CFO	748	831	554	257	263	520	311	214
BPAS	682	782	521	204	121	324	457	546
Financial Services	3,903	3,848	2,565	1,962	1,173	3,134	714	2,868
External Affairs Portfolio								
External Affairs	1,184	1,038	692	537	364	901	137	776
Advancement	857	884	589	489	318	807	76	797
Alumni Relations	397	401	267	206	203	409	(8)	337
Community Engagement & Major Events	378	474	316	199	209	408	66	326
Marketing & Communications Services	2,830	4,023	2,682	1,607	2,101	3,708	315	2,859
SPF Expenses	4,354	4,452	2,968	4,375	638	5,014	(562)	4,174
Revenue Generating Expenses	2,475	2,478	1,652	1,863	931	2,794	(316)	2,843
Non-divisional	17,972	11,916	7,944	6,936	11,290	18,226	(6,310)	19,670
Amortization of Capital Assets	21,347	21,347	14,232	12,704	7,796	20,500	847	20,121
Other - Reconciling Items				10	(10)	-	-	-
Total	-	-	-	27,136	(1,878)	25,258	25,258	622

Approved By: Chervahun Emilien, CFO

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #9.5

Meeting Date: February 1, 2023

Presenter(s): Chervahun Emilien

Agenda Item **2022/2023 Endowments**

Action Requested	Motion
Recommended Resolution	<p>THAT the Board of Governors approve the following allocation of surplus funds from the 2022/2023 fiscal year, as recommended by the Board Finance Committee:</p> <ul style="list-style-type: none"> a) Increase the KPU Research Endowment in the KPU Foundation by \$ 4-7M to support research at KPU. b) Contribute to the fund in the KPU Foundation that supports the reduction of financial barriers for KPU students by \$2-3M. This will be used to provide direct student awards and bursaries. c) Establish a \$1M Food Endowment at KPU Foundation to help support students in immediate need of food.

Committee Report At its meeting on January 17, 2023, the Board Finance Committee recommended that the Board of Governors approve, the above allocation of surplus funds from the 2022/2023 fiscal year.

Context & Background As at November 30, 2022, KPU is forecasting a significant surplus for the 2022/2023 fiscal year of \$ 25.3M. Based on review of the budget to actual trends there is potentially additional upside to this forecast.

Similar to prior year, based on discussions with the Ministry, KPU anticipates the University will receive approval to defer a portion of provincial operating grant funds for use in the next fiscal year for capital purposes.

Key Messages

1. KPU to top up a KPU Research Endowment in the KPU Foundation to continue to support research at KPU.
2. KPU to contribute to the fund in the KPU Foundation to support the reduction of financial barriers for KPU students by providing direct awards and bursaries. This fund is not set up as an endowment. The funds contributed will flow directly to students by way of the Foundation.

3. KPU to establish a KPU Food Endowment in the KPU Foundation to help support students in need of food.
4. **Due to the potential of the surplus being more at year end than the current forecast, ranges are being presented for approval to allow for flexibility in making a timely and accurate transfer. The final transfer amount will be reported back to the Board at the immediate meeting subsequent to year end.**

Resource Requirements	None
Implications/Risks	None
Consultations	None
Attachments	-
Submitted by	Chervahun Emilien, Chief Financial Officer
Date submitted	January 18, 2023

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #12

Meeting Date: February 1, 2023

Presenter(s): Dr. Alan Davis

Agenda Item	Senate Meeting Reports
Action Requested	Information
Recommended Resolution	-

Key Messages

The Vice Chair of Senate provides meeting notes for the Board of Governors detailing the items approved by Senate at each of its meeting for information.

Attachments

1. [Notes from the Senate meeting held on December 19, 2022.](#)
2. [Notes from the Senate meeting held on January 23, 2023.](#)

Submitted by

Ranminder Kaur, Confidential Assistant to the Board of Governors

Date submitted

January 24, 2023

BOARD OF GOVERNORS - REGULAR MEETING

Agenda Item: #17.1

Meeting Date: February 1, 2023

Presenter(s): N/A

Agenda Item **Policy Phase one Posting: HR22 Presidential Search Advisory, Appointment and Re-appointment (Revision)**

Action Requested	Information
Recommended Resolution	-

Committee Report For Secretariat Use Only

**Context &
Background**

Phase One Posting (3 week)

A rationale for the policy/procedure development, proposed scope and content, and a list of proposed key parties for consultation, will be posted on the KPU Policy Blog for a 3-week period. An information note regarding the proposed policy/procedure development is sent to both the Senate Standing Committee on Policy and Board Governance Committee where both committees may request that additional key parties be added to the consultation list. During this phase, KPU employees and students can comment on the Policy Blog and request to be consulted during the policy development process.

Phase One Posting @ KPU Policy Blog

A Phase One Rationale document for each of the following policies are posted on the [KPU Policy Blog](#) for a 3-week Phase One Posting from January 10 to January 30, 2023 at 11:59pm PST.

- HR22 Presidential Search Advisory, Appointment and Re-appointment (Revision)

Policy Developers:

- Teresa Smith, Director, Organizational Development and Employee Experience, Human Resources
- Trina Prince, Manager of Equity, Diversity and Inclusion, Human Resources

Key Messages	<ol style="list-style-type: none"> 1. During the Phase One Posting period, the Committee can request to be included in the consultation during the policy development process. It can also request that additional group(s) or individuals be added to the proposed consultation list in the Rationale document. 2. Rationale document is posted on the KPU Policy Blog for the Phase One Posting from January 10 to January 30, 2023 at 11:59pm PST (3 weeks), where KPU employees and students can request to be included in consultations during the policy development process.
Resource Requirements	N/A
Implications/Risks	N/A
Consultations	N/A
Attachments	<ol style="list-style-type: none"> 1. Rationale - Phase One Posting: HR22 Presidential Search Advisory, Appointment and Re-appointment 2. HR22 Presidential Search Advisory, Appointment and Re-appointment Policy 3. HR22 Presidential Search Advisory, Appointment and Re-appointment Procedure
Submitted by	Josephine Chan, Special Assistant to the Provost on Policy and Academic Affairs
Date submitted	January 9, 2023