

BOARD OF GOVERNORS - REGULAR MEETING

Minutes of Regular Meeting

Wednesday, May 28, 2025

4:02 p.m. – 5:05 p.m.

MS Teams

Present: Board

Ivy Chen, Chair
Alan Davis, President & Vice-Chancellor
Mehtoj Ghuman
Gabby Gill
Muhammad Afzal Malik
Kim McGill
Lyndsay Passmore
Stephanie Smith
Amanda Smith-Weston
Joe Vosburgh

University G8 members

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

Presenters and Administrative Resources

Sonia Banwait, Executive Assistant, Board of Governors
Dominic Bernard, Instructor, Brewery
Lily Chong, University Secretary & Executive Assistant to the President & Vice Chancellor
Amy Jeon, Pro Tem, Faculty of Science
Carole Laplante, Interim Director, Financial Services
Lori McElroy, Associate Vice-President, Planning and Accountability
Michael Poon, Instructor, Physics

Regrets: Kim (Kwuntiltunaat) Baird, Chancellor

Erin Barnes
Rhiannon Bennett, Vice-Chair
Amrit Chahal
Chervahun Emilien

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

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

The President acknowledged KPU's commitment to reconciliation and recognition that we live, work and study in a region that overlaps with the unceded traditional and ancestral First Nations territories of the Musqueam, Katzie, Semiahmoo, Tsawwassen, Qayqayt, and Kwikwetlem, and with the lands of

the Kwantlen First Nation, which gifted its name to this university.

2. Approval of Agenda

MOTION #26-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the regular meeting agenda for May 28, 2025.

3. Conflict of Interest

No other conflict of Interest was declared.

4. Approval of Consent Agenda

MOTION #27-24/25

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

4.1. Minutes of the March 26, 2025 Regular Board of Governors Meeting.

5. Governance Committee Report

5.1. Committee Chair Report

Amanda Smith-Weston, Committee Chair, informed the committee met on May 14, 2025 and noted the items are on the agenda.

5.2. New Program Proposal: Diploma in Engineering Physics

Michael Poon, Instructor, Physics, presented the proposal for the new Diploma in Engineering Physics sharing that the two-year, transferrable program aims to offer flexible and accessible pathways for students interested in pursuing engineering and physics. Poon noted the program is designed to attract international students and provide them with the foundation in engineering and physics that can be used as a “ladder” to transition into the degree program. This program aims to increase enrollment in existing courses as it can be taken by students who may not otherwise be able to get into limited intake programs.

MOTION #28-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the proposed Diploma in Engineering Physics program, effective September 1, 2025, and as recommended by the Board Governance Committee.

5.3. New Program Proposal: Certificate in Brewing

Dominic Bernard, Instructor, Brewing, presented the proposal for the new Certificate program in Brewing sharing that the current two-year diploma programs can pose a larger time commitment for students looking to enter the industry or enhance their current understanding. This program aims to encourage students to apply to test the program or increase their knowledge while providing an option to ladder into the diploma program should they choose to continue in the program.

MOTION #29-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the proposed Certificate in Brewing program, effective September 1, 2025, and as recommended by the Board Governance Committee.

5.4. Appointment of Chancellor Search Advisory Committee

President Alan Davis shared that current Chancellor, Kim (Kwuntiltunaat) Baird's position is expiring in October 2026. A search committee is being struck to begin the search process and the two Board members appointed to serve on the Chancellor Search Advisory Committee in the Fall are Amanda Smith-Weston and Kim McGill.

MOTION #30-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the appointments of Amanda Smith-Weston and Kim McGill as representatives on the Chancellor Search Advisory Committee, as recommended by the Board Governance Committee.

Alan Davis left the meeting.

6. Human Resources Committee Report

6.1. Committee Chair Report

Amanda Smith-Weston, Committee Vice-Chair, informed the committee met on May 15, 2025 and items are on the agenda.

6.2. Board Governance Manual Proposed Revisions: Section 10 – President & Vice-Chancellor Position Description

Laurie Clancy, Vice-President, Human Resources, shared that minor changes have been made to Section 10: President & Vice-Chancellor Position Description to align with the

candidate profile that the presidential search committee used during the recent search process.

MOTION #31-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the revised President & Vice-Chancellor Position Description, as recommended by the Board Human Resources Committee.

Alan Davis re-joined the meeting.

7. Audit Committee Report

7.1. Committee Chair Report

Ivy Chen, Committee Chair, informed that the committee met on May 13, 2025 and items are on the agenda.

7.2. Financial Statements for the Year Ended March 31, 2025

Carole Laplante, Interim Director, Financial Services, gave a presentation on the financial statements for the year ended March 31, 2025.

Laplante shared the annual surplus, noting that revenues were below the budget that was approved by the Board. Rationale for the lower revenues were noted, included decrease in international student tuition, additional grants from the government to support labour adjustments, investment income and increases in Continuing and Professional Studies health program revenues.

Additionally, Laplante shared that expenses were lower than the Board-approved budget due to unused budget contingency, longer term staff vacancies, decreased spending on international agent commissions and budget savings in software subscriptions.

The Board noted the FY2023/24 and FY2024/25 year-end comparisons noting changes in financial position and possibility of KPU using revenue from interest income to balance budget.

MOTION #32-24/25

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the draft Consolidated Financial Statements for the Year Ended March 31, 2025, as recommended by the Board Audit Committee.

8. Finance Committee Report

8.1. Committee Chair Report

Ivy Chen, Committee Chair, informed that the committee met on May 13, 2025 and items are on the agenda.

8.2. FY2026 Budget Submission to the Ministry

Carole Laplante shared that following the approval of the FY2025/26 budget in March 2025, the Ministry of Post-Secondary Education and Future Skills requested that all post-secondary institutions submit their consolidated Statement of Operations, a statement of operations by fund, a Statement of Financial Position by Fund and a Consolidated Statement of Financial Position. This request is to provide the Ministry with greater insight into the challenges and opportunities for each institution. Laplante shared that KPU has submitted the FY2026 budget to the Ministry.

8.3. FY2026 Budget Update

Peter Smailes, Vice-President, Administration, provided an update on the FY2026 budget, noting that since the budget was approved at the March 2025 meeting, the Finance team has begun allocating the non-salary discretionary spending, and position and overtime reduction targets across divisions. Certain departments, such as IT and Facilities, will be impacted, however the team is proceeding tactfully to ensure impact is minimal. Smailes also noted that a tracking spreadsheet has been developed and all initiatives presented in the *FY2026 and Beyond* document have been assigned to a Vice-President's portfolio. All divisions and portfolio leads have identified specific budget lines and initiatives to meet the reduction targets. Progress will be reported at the next June 2025 meeting.

8.4. Update to Bylaw No. 4 Tuition Fees

Carole Laplante noted in March 2025, the Board approved the revisions to Bylaw No. 4 Fees, however, due to an oversight, the tuition waiver for eligible Indigenous students and the new Traditional Chinese Medicine degree was missed from inclusion, which has now been added.

MOTION #33-24/25

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

Committee.

9. President's Report

9.1. Report to the Board

The President's report was circulated in the agenda package and summarized in the meeting.

10. Provost's Report

10.1. Report to the Board

The Provost, Diane Purvey, provided a brief report highlighting academic events taking place around KPU campuses.

11. 50-30 Challenge Survey

Asma Sayed, Vice-President, Equity, Inclusivity and Communities, shared that KPU is a participant in the 50-30 Challenge, which is an initiative between the Governance of Canada, Canadian businesses and diversity organizations aimed at increasing diversity in senior leadership roles and on boards. KPU engages in the survey every few years to continue participation in the challenge and as such, a survey will soon be issued to the Board to gather feedback.

12. University Secretary's Report – Board of Governors Chair and Vice-Chair Elections

Lily Chong, University Secretary, provided official notice that the Board Office will be holding an election for the Board Chair and Vice-Chair positions at the next June 25th meeting.

Chong highlighted that these positions are open to appointed members only and those interested in putting their name forward should contact the Board Chair and Vice-Chair, as well as the Board Office.

13. Ministry of Post-Secondary and Future Skills Letter of Request to Public Institutions on Racism, Hate & Discrimination

Asma Sayed informed the Ministry of Post-Secondary and Future Skills has requested all public institutions to report on the policies in place to address racism, hate and discrimination.

Sayed provided an update on the current and upcoming policies in place to address KPU's response to racism, hate and discrimination as well as the initiatives the university is involved in on an on-going basis. The Board noted a number of training sessions on racism have taken place with more to come.

14. Senate Reports

Senate report from March 31, 2025 and April 28, 2025 were included in the meeting package.

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| 15. 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. |
| 16. For the Good of the Order | There were no additional items identified. |
| 17. Feedback on the Meeting | There was no other feedback on the meeting. |
| 18. Closing Remarks | The Chair thanked everyone for attending and contributing to the discussions. The Chair also thanked the guests who attended the meeting. |
| 19. Appendix | 19.1. Spring Board and Senate Election Results |
| 20. Next Meeting | The next meeting has been scheduled for Wednesday, June 25, 2025 via MS Teams. |
| 21. Adjournment | The meeting adjourned at 5:05pm. |

Board Chair