

**Present Board**

Kristan Ash  
Alan Davis/ President  
Yuri Fulmer  
Sandra Hoffman  
Shane King  
Jared Penland  
Kim Richter  
Gord Schoberg / Chair  
Lisa Skakun  
Launi Skinner

**University Vice Presidents**

Gordon Lee / Provost & VP Academic  
Harry Gray / VP Finance & Administration

**University Community Members**

Sandi Klassen / University Secretary  
Kathy Lylyk / Executive Director, Finance  
Ron Maggiore / Vice Provost, Students  
Kerry Thompson / Office of University Secretary  
Shelley Wrean / General Council

**Guests**

Kathleen Bigsby / Director, Institutional Planning & Analysis  
Ariana Arguello / Manager, Strategic Planning  
Stuart McIlmoyle / Associate VP, International  
Terri Van Steinburg / Kwantlen Faculty Association

**Regrets Arvinder Bubber / Chancellor**

Geoff Dean  
Iman Ghahremani  
Ken Tung  
Amrik Virk

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**Call to Order**

The Chair called the meeting to order at 3:01pm.

**Approval of Agenda**

The agenda was approved by consensus. The Chair welcomed the guests.

**Draft Strategic Plan**

The draft Strategic Plan: Vision 2018 was presented for final approval. The Board acknowledged the amount of work and effort involved in creating KPU's first strategic plan.

**Moved by Shane King, seconded by Sandra Hoffman;**

**THAT the Board of Governors approve the Strategic Plan: Vision 2018**

**MOTION CARRIED**

**Presentation /  
International Students**

Stuart McIlmoyle presented a 'Framework for Growth in International Education', focusing on key components for establishing a successful international education program. Development of a plan for enhancing KPU international education will involve viable recruitment and retention strategies, strategic partnering opportunities, faculty and staff education, identifying resources, monitoring and establishing means for measuring success levels.

**5.1 Minutes April 3, 2013**

**Moved by Yuri Fulmer, seconded by Shane King;  
THAT the minutes of April 3, 2013 be approved.  
MOTION CARRIED**

The following items were removed from the consent agenda for discussion:

**5.2 Kwantlen Student Association Financial Statements Year Ended 2012**

Discussion occurred.

**5.3 Draft FTE Enrolment Statement for Year Ending March 31, 2013**

Discussion occurred.

**5.4 Auditor General of BC's Survey of Public Sector Board Members  
Summary of KPU Board Responses**

It was noted that KPU Board scores were lower than other Boards in some areas. Changes occurring as a result of the Board Governance Policy Manual have addressed some of the concerns.

**ACTION:** The Governance Committee will identify if there are any areas of the report that should be addressed.

**Items approved by consensus:**

**5.2 Kwantlen Student Association Financial Statements Year Ended 2012,  
5.3 Draft FTE Enrolment Statement for Year Ending March 31, 2013, and  
5.4 Auditor General of BC's Survey of Public Sector Board Members  
Summary of Responses**

**Board Senate Task Force  
on Bi-Cameral Governance**

A report regarding the Task Force work plan was reviewed.

**Governance Committee**

***Election of Chair, Vice Chair***

**Moved by Kim Richter, seconded by Jared Penland;  
THAT the Board of Governors approve the following appointments  
effective September 1, 2013 to August 31, 2014:**

**Board Chair: Shane King**

**Board Vice Chair: Lisa Skakun**

**MOTION CARRIED**

***Measurements for Strategic Plan***

Kathleen Bigsby presented various methods under consideration for measurement of the Strategic Plan goals. It was noted that early data collection could mitigate risks. Data collection would be generated both internally and externally, and needs to be reliable and consistently available to have value. Three 'measures' will be conducted during the life of the Vision 2018 Strategic Plan.

***Board Meeting Schedule 2014***

Moved by Jared Penland, seconded by Sandra Hoffman;  
THAT the Board of Governors approve the Board meeting dates for 2014.  
MOTION CARRIED

***Board Committee Membership***

Moved by Yuri Fulmer, seconded by Lisa Skakun;  
THAT the Board of Governors approve the Board Committee membership  
as presented.

MOTION CARRIED

***Search Advisory, Appointment and Re-appointment of Senior Academic  
Administrator Positions***

Procedures to be reviewed at a future meeting.

Moved by Kim Richter, seconded by Shane King;  
THAT the Board of Governors approve the *Search Advisory, Appointment  
and Re-appointment of Senior Academic Administrator Positions* Policy.

MOTION CARRIED

***Appointment of Senate Representative***

Moved by Kim Richter, seconded by Sandra Hoffman;  
THAT the Board of Governors appoint Kristan Ash as the Board  
representative to Senate.

MOTION CARRIED

***Appointment of Post-Secondary Employer's Council Representative***

Moved by Kristan Ash, seconded by Sandra Hoffman;  
THAT the Board of Governors appoint Lisa Skakun as the Board  
representative to the Post-Secondary Employer's Council.

MOTION CARRIED

***Appointment of Chancellor Search Advisory Committee Representatives***

Moved by Lisa Skakun, seconded by Shane King;  
THAT the Board of Governors approve the appointment of Launi Skinner  
and Sandra Hoffman as Board representatives on the Chancellor Search  
Advisory Committee.

MOTION CARRIED

**Finance and Audit  
Committee**

***Audited Financial Statements for Year Ending March 31, 2013***

The financial statements were discussed. KPU is in a balanced budget  
position. Thanks were expressed to the Finance Department personnel for  
their work, especially given the new financial format required this year.

Moved by Sandra Hoffman, seconded by Yuri Fulmer;  
THAT the Board of Governors approve the Kwantlen Polytechnic University Audited Financial Statements for the Year Ended March 31, 2013.

MOTION CARRIED

*Re-appointment of Auditors*

Moved by Shane King, second by Kristan Ash;  
THAT the Board of Governors re-appoint KPMG as Kwantlen Polytechnic University's external auditors.  
MOTION CARRIED

*Response to Senate Standing Committee on the University Budget Report*

Moved by Kristan Ash, seconded by Lisa Skakun;  
THAT the Board of Governors approve the Board's response to Senate's budget development questions.  
MOTION CARRIED

**ACTION:** Shane King will attend the June 24, 2013 Senate meeting to present the Board's response.

**Student Affairs**

Ron Maggiore presented a report from the Student Affairs Division. The draft admissions framework project will be reviewed at Senate at the June meeting, and will come to the Board for approval in September.

**Human Resources Committee**

*Board Manual Revisions - Appendix H*

Discussion occurred as to whether the HR Committee only, or the full Board should appoint the Provost and Vice Presidents

Moved by Shane King, seconded by Kristan Ash;  
THAT the Board of Governors approve Appendix H – Appointment, Termination and Promotion of Employees, for placement in the Board Governance Manual,

AND

THAT the Board of Governors rescind Policy 2.2, *Accountability of the President.*

Amendment moved by Kim Richter, seconded by Yuri Fulmer;  
THAT that the Provost and Vice Presidents be appointment by the full Board of Governors.

AMENDMENT CARRIED

AMENDED MOTION CARRIED

***Board Manual Revision - Succession Planning***

**Moved by Lisa Skakun, seconded by Jared Penland;  
THAT the Board of Governors approve revisions to the Board Governance Manual delegating the senior management succession framework and plan to the Human Resources Committee as outlined in the accompanying document.**

It was determined that the full Board should approve the President's succession plans. Revisions to the Board Governance Manual as proposed are unnecessary. The motion was withdrawn.

***Chancellor Selection Procedures:***

**Moved by Shane King, seconded by Jared Penland;  
THAT the Board of Governors approve the Procedures for the Selection of the Chancellor.**

**MOTION CARRIED**

***Chancellor Selection Criteria***

**Moved by Sandra Hoffman, seconded by Kristan Ash;  
THAT the Board of Governors approve the Chancellor Selection Criteria.**

**MOTION CARRIED**

***Chancellor Role Description***

**Moved by Kristan Ash, seconded by Shane King;  
THAT the Board of Governors approve the Chancellor Role Description.**

**MOTION CARRIED**

***Annual President Evaluation Tool***

Alan Davis left the meeting.

**Moved by Kristan Ash, seconded by Lisa Skakun;  
THAT the Board of Governors approve the Annual President Evaluation Tool.**

**MOTION CARRIED**

Alan Davis returned to the meeting.

**President's Report**

A report was received.

**Senate Report**

The President updated the Board on Senate activities.

**Conference Reports**

***Association of Governing Boards (AGB) Conference***

Attendees presented verbal and written reports. The conference was informative and provided educational and networking opportunities for the Board members who attended.

***Canadian University Boards Association (CUBA) Conference***

The Chair and the University Secretary attend this annual conference. The Chair provided a verbal report.

**Next Meeting Agenda  
Contribution**

The following items were suggested for future meeting agendas:

- Update on Risk Management – presentation request
- Update on Trades & Technology - presentation request

Suggestions may be forwarded to S.Klassen.

**ACTION:** S. Klassen to email members with a link to speakers notes from the AGB conference, and circulate books from the conference.

**For the Good of the Order**

Outgoing Chair, Gord Schoberg was thanked for his work. Gord responded with remarks regarding Board accomplishments. Gord will continue on as a Member at Large for the remainder of his appointment.

**Evaluation of the Board as  
a Group**

Jared Penland observed that the meeting went well, noting that the Framework for Growth in International Education presentation was informative and useful, that members stayed focused on meeting business and constructive decisions were made.

**Information Package**

Information included an updated events calendar.

**Adjournment**

Meeting adjourned at 6:12pm

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**BOARD CHAIR**