

**Wednesday, September 19, 2012
Langley Campus Boardroom 1030**

Present

Board

Alan Davis / President
Geoff Dean
Iman Ghahremani
Sandra Hoffman
Jared Penland
Kim Richter
Gord Schoberg / Chair
Lisa Skakun
Ken Tung
Amrik Virk

University Vice Presidents

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

University Community Members

Ariana Arguello / Manager Strategic Planning
Tru Freeman / Dean Community & Health Studies
Sandi Klassen / University Secretary
Kathy Lylyk / Executive Director Finance
Ron Maggiore / Vice Provost Students
Todd Mundle / University Librarian
Kerry Thompson / University Secretariat Office
Shelley Wrean / General Counsel

Regrets

Kristan Ash
Arvinder Bubber / Chancellor
Yuri Fulmer
Shane King
Launi Skinner

**Tour of Faculty of
Community & Health Studies
(CAHS) New Facilities**

Tru Freeman, Dean Community & Health Studies led a tour of the new CAHS facilities at the Langley campus.

Call to Order

The Chair called the meeting to order at 3:35 pm. Tru Freeman was thanked for providing members with a tour of the new CAHS facilities.

Oath of Office

The Chair administrated the Oath of Office to new Board members Lisa Skakun, Alan Davis, Geoff Dean, Iman Ghahremani, Sandra Hoffman and Jared Penland.

Approval of Agenda

The agenda was approved by consensus.

Consent Agenda

**Moved by Amrik Virk; seconded by Iman Ghahremani:
THAT the Board of Governors approve the Consent Agenda.**

MOTION CARRIED

Items included in the Consent Agenda:

- Minutes 20 June 2012
- Public Bodies Report Year Ended March 31, 2012
- Enrolment Statement Year Ended March 31, 2012

New Business

Post Baccalaureate Diploma in Technical Apparel Design

Senate approved this Concept and Full Program Proposal at its June 25, 2012 meeting. The Board Finance & Audit Committee reviewed the Concept and Full Program Proposal at its September 6, 2012 meeting and recommends it to the Board of Governors for approval.

Moved by Amrik Virk, seconded by Jared Penland:

THAT the Board of Governors approve the program Concept and the Full Program Proposal for a Post Baccalaureate Diploma in Technical Apparel Design.

MOTION CARRIED

Institutional Accountability Plan and Report 2011/12 – 2013/14

Ariana Arguello presented the Institutional Accountability Plan and Report for 2011/12 – 2013/14. The report was submitted to the Ministry for approval in July.

Details of the report were discussed and the Board thanked the Office of Institutional Analysis & Planning for their detailed work.

Dispensing with Monitoring Reports

Monitoring reports will become unnecessary with the implementation of the Board Manual. The President will continue to provide regular reports to the Board of Governors.

Moved by Ken Tung, seconded by Amrik Virk:

THAT the Board of Governors dispense with monitoring reports and executive limitations until further notice.

MOTION CARRIED

Board Appeals Tribunal

Moved by Geoff Dean, seconded by Jared Penland:

THAT the Board of Governors appoint the following Board Members to the Board Appeals Tribunal:

Three appointed Board Members:

Amrik Virk

Shane King

Lisa Skakun

One student Board Member:

Jared Penland

On faculty or staff Board Member:

Sandra Hoffman

MOTION CARRIED

Governance Committee

Political Fundraising Expenses Policy

The Ministry has notified public institutions that reimbursement for partisan political events is not a claimable expense. BC political parties have also stated that they will not accept donations from publicly funded institutions. The policy has been created to specifically address this issue.

**Moved by Iman Ghahremani, seconded by Sandra Hoffman:
THAT the Board of Governors approve the Political Fundraising
Expenses Policy for University Comment.**

MOTION CARRIED

Board Only In camera Wording (Draft Board Manual)

Members discussed a recommendation from the consultant working on the Board Manual, based on best practices information, to hold regular *Board Only In camera* meetings without senior administration, or the President in attendance.

It was determined that the issue should be returned to the Board Governance Committee for further discussion.

**Moved by Amrik Virk, seconded by Sandra Hoffman:
THAT the item be referred back to the Board Governance
Committee for reworking with the intention of providing the
opportunity for a Board member only debrief after the In camera
meeting.**

**MOTION CARRIED
OPPOSED: Kim Richter**

Finance & Audit Committee

Bachelor of Arts, Major in Political Science Full Program Proposal

The full program proposal for a BA with a Major in Political Science was previously approved by the Board of Governors, pending a recommendation for approval by the Board Finance & Audit Committee. The proposal was recommended at the September 6, 2012 Finance & Audit Committee meeting.

Campus Planning Policy and Procedures

**Moved by Jared, second by Iman Ghahremani:
THAT the Board of Governors approve the Campus Planning Policy
and Procedures for University comment.**

MOTION CARRIED

Policy 3.4, Financial Planning / Budgeting

**Moved by Sandra Hoffman, seconded by Iman Ghahremani:
THAT the President is in compliance with Policy 3.4, Financial
Planning / Budgeting.**

MOTION CARRIED

Policy 3.5, Financial Conditions and Activities

**Moved by Lisa Skakun, seconded by Amrik Virk:
THAT the President is in compliance with Policy 3.5, Financial
Conditions and Activities.**

MOTION CARRIED

First Quarter Financial Report

Kathy Lylyk reported on the first quarter Financial Report. The University is on target and is comparable to last year at this time.

ACTION: Include numbers from last year in the report for comparison purposes.

Mid-Year Budget Proposal for FY 2013

**Moved by Amrik Virk, seconded by Jared Penland:
THAT the Board of Governors approve the Mid-Year Budget
Proposal for FY 2013.**

MOTION CARRIED

Student Affairs Report

Ron Maggiore gave a verbal report on the merger of Student Enrolment Management and Student Life & Community divisions. With the recent resignation of the VP Student Life, a reorganization of these two key areas has occurred. The result is a single portfolio, renamed the Student Affairs Division. The objective is to provide enhanced leadership, better strategic planning, and improved services to students. A transition document is in progress and will address consolidation of existing staff, Registrar responsibilities, improved financial aid processes and recruitment.

Student Affairs Report will be added as a standing item to the Board of Governors agenda.

President's Report

President Alan Davis reported on his activities to date.

A decision has been made to not go forward with the Access Copyright licence renewal.

President's Goals for Year One

Alan Davis reviewed the 5 key goals he has set for his first year at Kwantlen – strategic planning, academic planning, external relations, student strategy, and developing the internal Kwantlen climate.

ACTION: Ensure that all Board of Governors have access to the 2011 staff climate report.

Strategic Planning Update

The President has set June 2013 as the deadline for Board of Governors approval of the final 5-year strategic plan.

Senate Report

Board Representative's Update - no report

President's Update – no report

Board/Senate Task Force on Bi-cameral Governance

Protocol for Development of Policies and Procedures

**Moved by Sandra Hoffman, seconded by Amrik Virk:
THAT the Board of Governors approve revisions to the procedures of the *Protocol for Development of Policies and Procedures Policy (E4)*.**

MOTION CARRIED

Principles to Guide the Development of Policies and Procedures

**Moved by Amrik Virk, seconded by Jared Penland:
THAT the Board of Governors approve the Principles to Guide the Development of a Successful Model of Bicameral Governance.**

MOTION CARRIED

Next Meeting Agenda Contribution

Agenda items may be forwarded to Sandi Klassen.

Alan Davis and Geoff Dean will review the Education Today, Productivity Tomorrow report and present findings back to the Board.

For the Good of the Order

- Amrik Virk expressed his appreciation of the new Board members, noting they are a very well informed group.
- Kim Richter informed members that an expansion of the Langley Events Centre is under consideration and that Kwantlen may be asked to participate.
- Lisa Skakun commented that Kwantlen's strategic planning should include community partnering strategies.
- John McKendry's farewell dinner was held on September 13th. The event was well attended and enjoyed.
- Gord Schoberg met with John Yap, Minister of Advanced Education, Innovation and Technology. He also met with Rich Coleman, MLA Fort Langley/Aldergrove.

- Alan Davis will be speaking at the September 20, 2012 Surrey Board of Trade meeting.

Evaluation of the Board as a Group

Kim Richter observed that members were respectful, supportive and inclusive of each other. Excellent questions were put forward on the issues discussed at tonight's meeting. Future discussions could benefit from linking more with vision, mission and community.

Next Meeting

The next meeting is on Wednesday, November 21, 2012, at the Surrey campus.

Adjournment

The meeting adjourned at 6:23 pm.

BOARD CHAIR