



Present

Board

Kathleen Casprowitz / Chair
Rebecca Darnell / Vice Chair
Rob Mumford
Ken Hahn
Scott Nicoll
George Melville
Tung Chan
David Takahashi
Arvinder Bubber

Ex-officio:

Takashi Sato / Chair, Education
Council
Skip Triplett / President

University College Vice Presidents

David Ross / Administration & Student Services
Gordon Lee / Strategic Services
Judith McGillivray / Provost & Academic
Deborah Harkin / Human Resource Services

University College Community Members

Roy Daykin / Associate Vice President, Finance
Jody Gordon / Associate Vice President, Student
Services & Registrar
Peter Chevrier / Director, Marketing &
Communications
Audrey Wang / Manager, Communications
Sandi Klassen / Executive Administrator
Bob Attfield / Board Member Appointee
Terri Van Steinberg / President, KFA

Regrets

Derek Robertson

**Tour of Cloverdale
Campus**

Karen Hearn, Director of Facilities, and Jim Meschino, Assistant Director, Planning and Construction, conducted a very informative tour of the Cloverdale Campus. During the design of the building, attention was given to a humane learning environment, including natural light in all spaces. The building is 33% more energy-efficient than similar buildings. The award-winning atrium is magnificent.

Call to Order

The Chair called the meeting to order at 7:05 pm.

**Approval of
Agenda**

Moved by Rebecca Darnell; seconded by George Melville:
THAT the agenda is approved.

MOTION CARRIED

Consent Agenda

Item 4(b)(ii) was removed from the Consent Agenda and placed on the In camera Agenda.

Moved by Ken Hahn; seconded by Arvinder Bubber:
THAT the Board of Governors approves the Consent Agenda, as amended.

MOTION CARRIED

Items carried under the Consent Agenda:

1. Minutes of 17 October 2007

**Assurance of
Successful
President
Performance**

Policy 3.5, *Financial Condition & Activities*

**Moved by Tung Chan; seconded by Arvinder Bubber:
THAT the President is in compliance with Policy 3.5, *Financial Condition & Activities*.**

MOTION CARRIED

Policy 3.11, *Communication & Support to the Board*

Following discussion, the Board approved the monitoring report.

**Moved by Ken Hahn; seconded by Arvinder Bubber:
THAT the President is in compliance with Policy 3.11, *Communication & Support to the Board*.**

MOTION CARRIED

Policy 4.0, *Global Ends Statement*

The Board discussed the report.

**Moved by Rebecca Darnell; seconded by Arvinder Bubber:
THAT the President is in compliance with Policy 4.0, *Global Ends Statement*.**

MOTION CARRIED

Upcoming Monitoring Reports

The President will monitor Policy 3.0, *Global Executive Limitation*, in January 2008.

**New Operational
Items**

Update on Fraser Health Authority

Judith McGillivray, who sits on the Fraser Health Authority Steering Committee, reported on student spaces available in the Resident Care Attendant Program for which there is not enough student demand. A media blitz to fill these seats is ongoing. Ms. McGillivray is developing an idea with the Quad District Partnership to begin the program in high school with completion occurring at a post secondary institution. A group is beginning to develop a business plan for a Health Sciences Building on the Cloverdale Campus. An education plan will be developed for the Health Sciences Building as well. As currently funded, the nursing program is not sustainable. This is true of all post secondary institutions that deliver nursing programs.

ITA Update

Judith McGillivray noted that provincial deans agreed to reasonable training plans with ITA. The ITA is beginning to understand better the public post secondary training system.

Survey Responses to Creating Our Future

The Board received the report submitted.

Education Council Policy L.10, *Principles for Program Prioritization*

**Moved by Arvinder Bubber; seconded by Ken Hahn:
THAT the Board of Governors approves Policy L.10, *Principles for
Program Prioritization*.**

MOTION CARRIED

Policy Development Notice of Election

The Board received a Notice of Election for the positions of Chair and Vice Chair of Kwantlen's Board of Governors. The election takes place on 16 January 2008. Anyone interested in the positions should contact the president.

November Retreat Outline

The Board received the agenda for the Board Retreat on November 30-December 1, 2007. As well, they received the retreat documents to review prior to the retreat.

December 3 Board-Hosted Reception

The Board is hosting a reception on December 3, 2007 from 5:00-7:00 pm.

Upcoming Conferences

The Board received information on the following conferences:

1. Association of Governing Boards, April 12-15, 2008
2. Association of Canadian Community Colleges, May 25-27, 2008
3. International Policy Governance Association, May 29-31, 2008

Board Members will let Sandi Klassen know if they are interested in attending any of these conferences.

Revision to Policy 1.1.4, *Governing Style*

Mentoring

The Board discussed the idea of mentoring new Board Members. They determined that mentoring should include the following:

- Availability to answer questions
- helping the individual understand the processes

A Board Member, preferably in their last year on the Board, will be assigned as the mentor.

Moved by Ken Hahn; seconded by Rebecca Darnell:

THAT the Board of Governors approves the following revision to Policy 1.4, *Governing Style*:

Add to 1.1.4: "The Board will assign a current Board Member as a mentor to the new Board Member for one year."

MOTION CARRIED

Orientation of New Board Members

The Board discussed the orientation process for new Board Members. They determined that the Vice Chair should conduct the orientation session for new Board Members as soon after they are appointed or elected as possible.

Moved by Ken Hahn; seconded by Rebecca Darnell:

THAT the Board of Governors approves a further revision to Policy 1.4, *Governing Style*, adding the following to 1.1.4:

“The Board Vice Chair will be responsible for new Board Member orientation.”

MOTION CARRIED

Board Meeting Schedule

Moved by Rebecca Darnell; seconded by George Melville:

THAT the Board of Governors approves the Board Meeting Schedule for 2008.

MOTION CARRIED

Individual Board Member Self-Evaluation

George Melville reported his assessment of the draft form. He suggested discussing the process at the February Workshop.

**Community /
Ownership Linkage**

Advocacy Committee

A date for Advocacy Training is currently being determined.

A committee meeting is being arranged.

A meeting with Langley Township Council is being scheduled.

Strategic Leadership Development Committee / No report

Nominations Committee

David Takahashi noted that the committee needs a new chair and members.

All committee membership will be addressed at the January Board meeting.

**Board Self-
Assessment**

Policy 2.0, *Global Board-President Linkage*

Moved by Tung Chan; seconded by Rebecca Darnell:

THAT the Board of Governors is in compliance with Policy 2.0, *Global Board-President Linkage*.

MOTION CARRIED

Policy 2.1, *Unity of Control*

Moved by Arvinder Bubber; seconded by Rob Mumford:

THAT the Board of Governors is in compliance with Policy 2.1, *Unity of Control*.

MOTION CARRIED

The Board monitored the following policies at the Board meeting:

1. Policy 2.2, *Accountability of the President*
2. Policy 2.5, *President Compensation & Benefits*

**Next Meeting
Agenda**

Board Members will forward agenda items to the Executive Administrator.

**For the Good of the
Order**

The Chair thanked Bob Attfield for attending.
The Board thanked David Takahashi for his years of contribution to the Board as he concludes his term of office.

Meeting Evaluation

Rebecca Darnell noted that it was a good meeting, moving at a great pace.
There was clear communication from all, with a relaxed and open feeling.
There was not much room for improvement and all felt welcome to participate.

Adjournment

The meeting adjourned at 8:30 pm.

BOARD CHAIR

PRESIDENT