

BUSINESS FACULTY COUNCIL

Regular Meeting

1/19/2026

1:00 p.m. – 3:00 p.m.

Online via Microsoft Teams

AGENDA

1. Call to Order Ben Kwan 1:00
2. * Approval of Agenda
3. * Approval of Minutes, December 15, 2025
4. New Business
 - 4.1. * Faculty Council Standing and Ad Hoc Committees Ben Kwan 1:10
 - 4.2. Student Pitch Competition Update Nina Jauernig 1:20
 - 4.3. Simple Syllabus Samuel Kirk, Rajmale Kaur 1:35
5. Senate and Senate Committees Reports Senator/Rep 2:05
6. Faculty Council subcommittees Reports Ben Kwan 2:10
7. Chair's Report..... Ben Kwan 2:20
8. Dean's Report.....Alia Somji 2:40
9. Adjournment

HRMT Post Baccalaureate Diploma Redesign

Launch Fall 2026



Agenda



Our Changing Context &
Student Profile

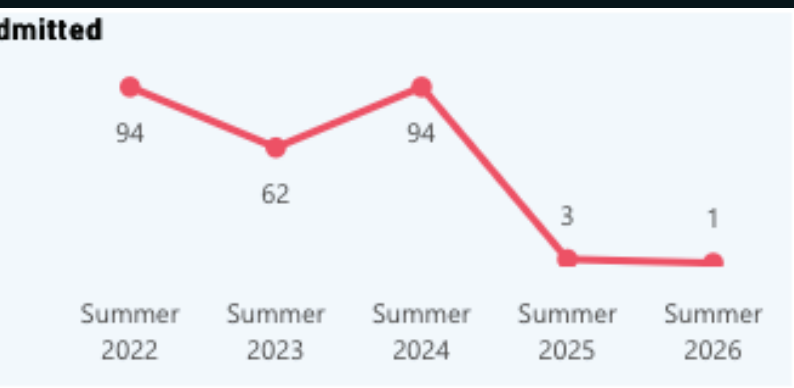
New Market Opportunities

Program Change Overview

Course Changes Overview



Our Changing Context



- Decrease in International Student Visas Issued by the Federal Government
- Post Graduate Work Permit Limitations
- Canada's Reputation as an Education Provider
- Peak Application & Today's Teach Out



New Market - Mature Domestic Learners



Career Changers:
Pathway to a new career



HRM Professionals: Next
step requires a formal
credential



Recent BA Graduates:
Cross-over degrees (B.A. in
psychology)

Relevance + Flexibility



Our North Star

Inspiring a network of HR
leaders advancing the future
of work for people,
organizations and
communities.

Tagline: “Where HR
leadership meets the future of
work”



Design Principles

Application – ground learning in critical thinking, real-world practice and applied projects.

Connection – build strong links between students, faculty, employers and communities.

Student Focused – center the learner experience through flexible, supportive and accessible delivery.

Future Focused – embed innovation, technology, and adaptability to prepare students for the changing world of work.

Sustainability & Reconciliation – integrate values of equity, reconciliation and sustainable practice in all aspects of teaching and learning.

Strategic Orientation – align program content with leadership, organizational strategy and the future of HR.



Curriculum



Curriculum Focus



- Developed new program learning outcomes
- Reduced the credit hours from 42 to 33 to meet our learners where they are
- Elevated the course learning outcomes
- Updated course content and learning activities
- Developed assessment plans that meet the needs of the mature domestic market
- Removed prerequisites, where possible



Program Learning Outcomes

Design programs and policies to achieve organizational goals and abide by relevant legal requirements, industry practices and local needs.

Synthesize data to make informed decisions that bring value to the organization.

Foster emotional intelligence capabilities to build inclusive environments and effective outcomes for the organization, teams and self.

Demonstrate leadership applying a strategic lens in support of organizational direction, people-centered transformations and long-term sustainability.



Our New Program – 42 to 33 Credits

Accounting and Quantitative Analysis Will Be Incorporated in HR courses to Enhance Learning

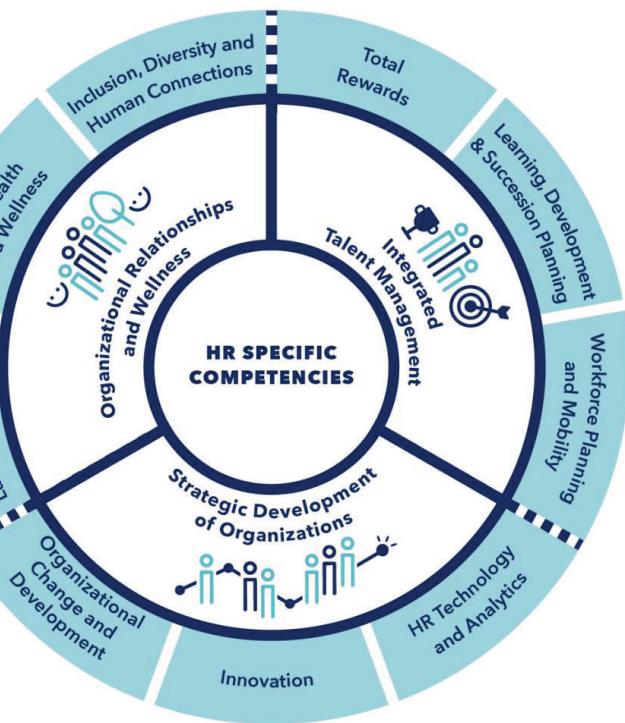
Right Sizing Course Credit Hours to Reflect the Knowledge of the Domestic Student Experience

Course	Title
HRMT 5100	HR & the Business
HRMT 5110	HR Management
HRMT 5120	Professional Communications for HR
HRMT 5130	Talent Acquisition
HRMT 5140	Human Relations & Intercultural Fluency
HRMT 5150	Health and Safety
HRMT 5160	Total Rewards
HRMT 5170	Talent Management
HRMT 5180	Organizational Development & Leadership
HRMT 5190	Labour and Employee Relations
HRMT 5200	Strategic HR Management Practicum
Total credits: 33	

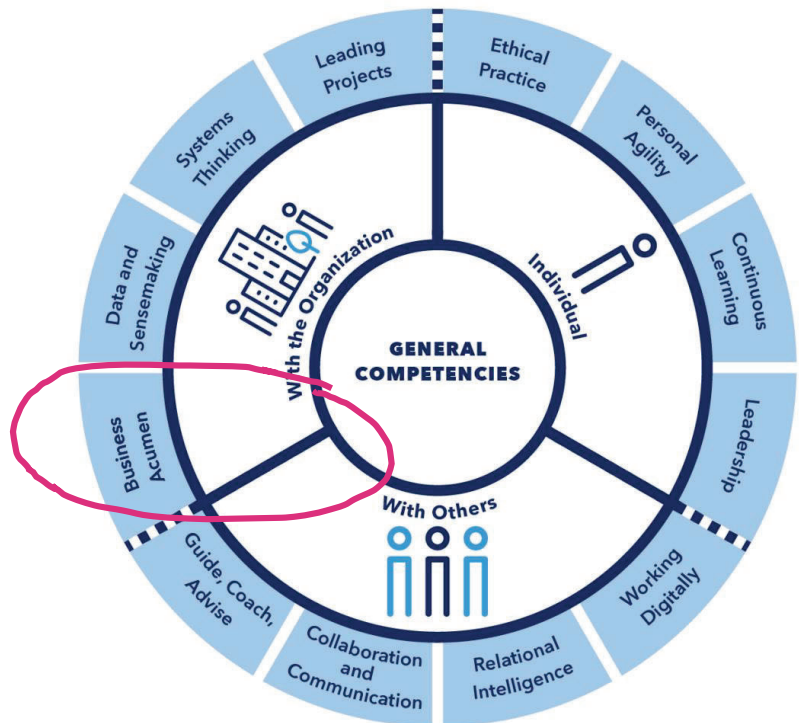


CPHR Designation

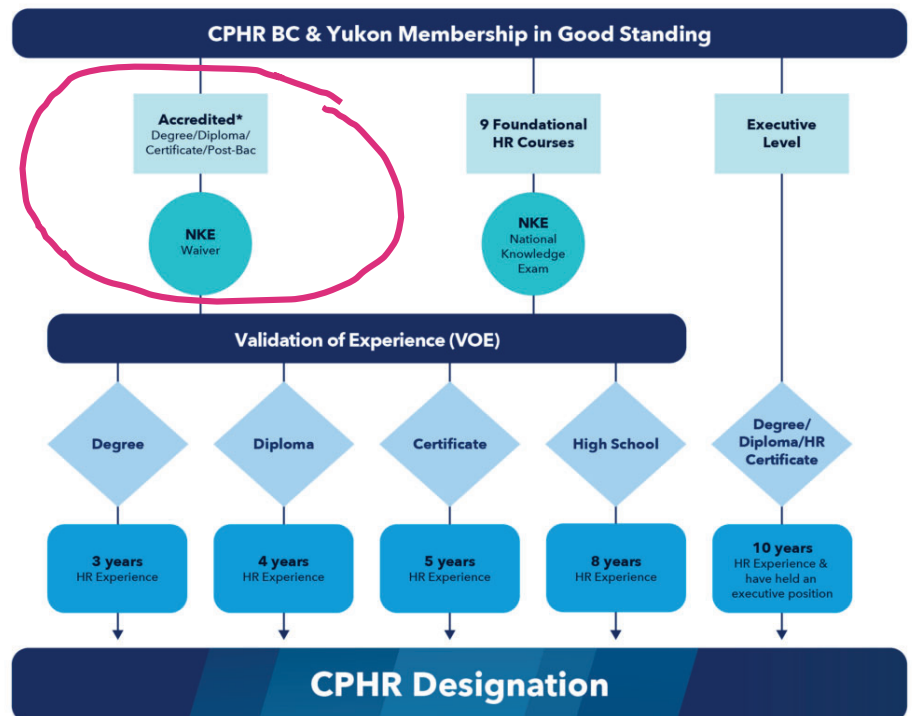
HR Competencies



General Competencies



CPHR Designation Pathways



*A program must be approved by CPHR to qualify as 'Accredited'

Consultations

MSoB: Dean and Assoc. Dean; Advisors,
Chair of Accounting, Chair of BUSM, Co-op



KPU: Provosts Office, Registrar, AVP
Planning and Accountability, International



Delivery



Delivery Pivots

Flexibility is key



Compressed Courses

6-week intensive learning



Asynchronous and Synchronous



Evening schedule

**Move from 7PM to 10PM to 6PM to 9PM



Hi-Flex Classrooms

Do you learn better in person or online?



One Course Student

**The upgrader



Thank you!





KPU

KWANTLEN POLYTECHNIC UNIVERSITY

Future Students' Office

**Where thought
meets action!**



Future Students' Office



Meena Goundrey
Student Recruitment Coordinator



Diane Baylis
Student Recruitment Coordinator



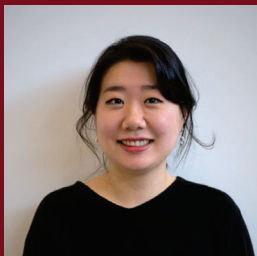
Liam Bagshaw
Student Recruitment Coordinator



Brooks Lewis
Student Recruitment Coordinator



Melanie Kumar
Student Recruitment Coordinator



Erin Lee
Prospective Student Support Specialist



Kay Ho
Administrative Coordinator



Sonia Trehan
Administrative Assistant



Zakiya Housil
Communications & Events Coordinator

Student Recruitment Coordinators (5)

Generalist (representing KPU and all 140 programs)

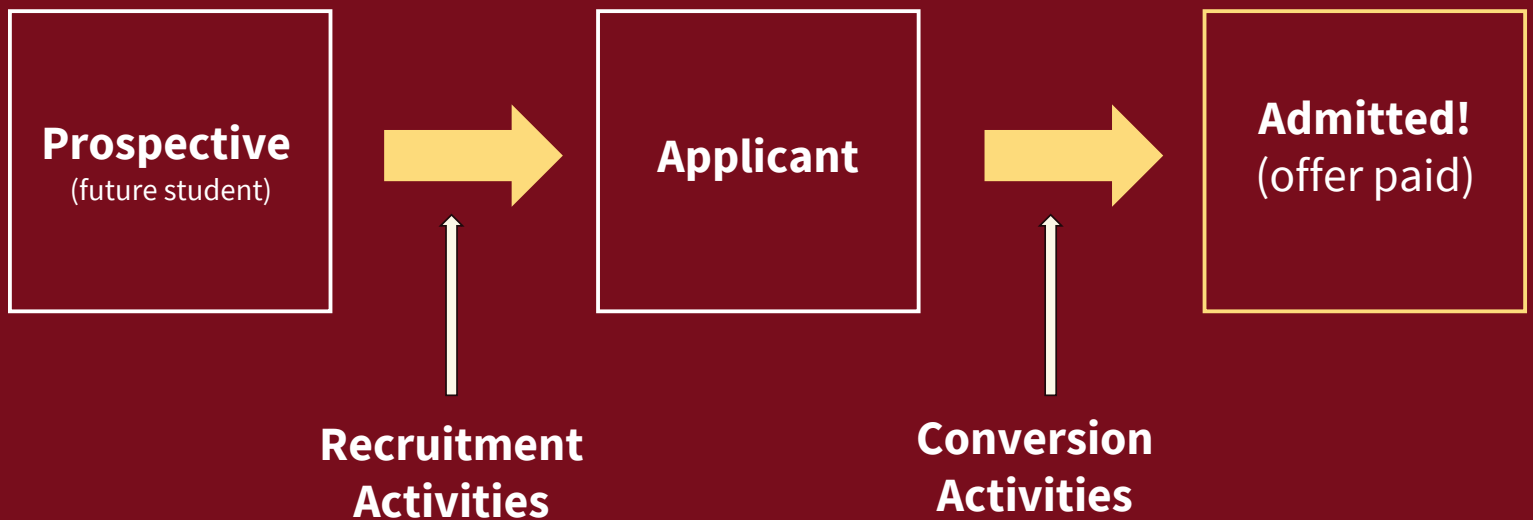
Faculty Liaison

School District Contact

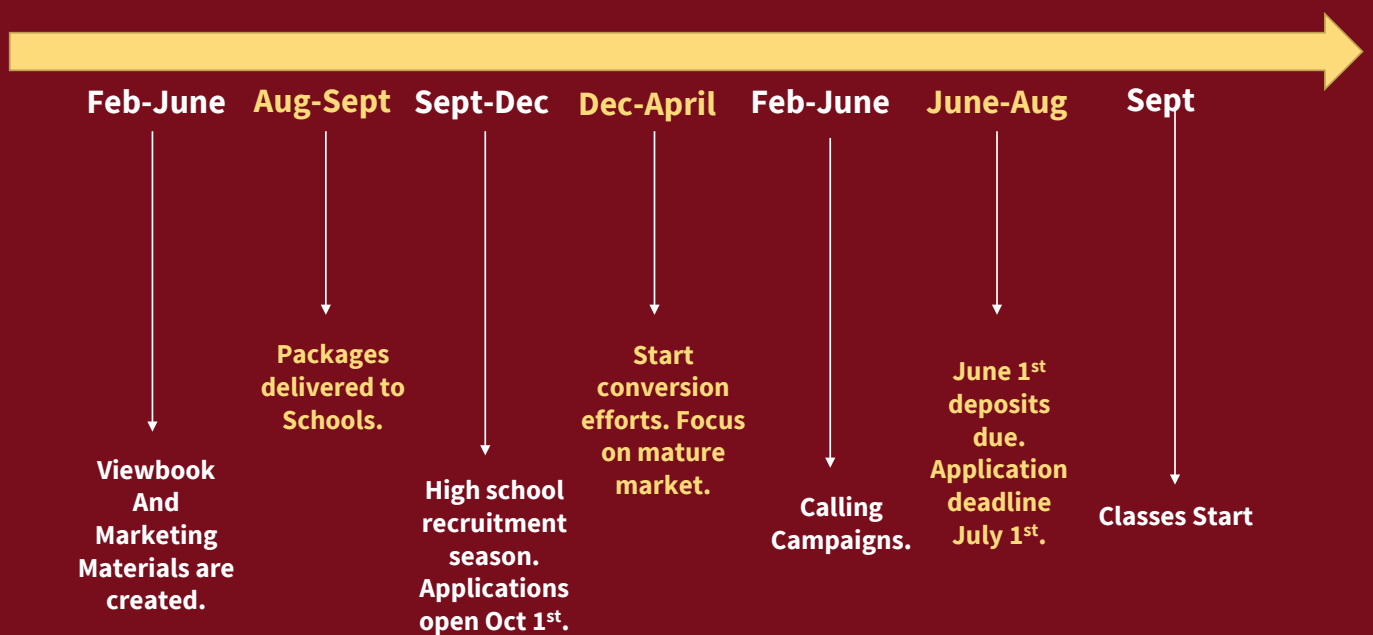
Specialty Portfolio (Parents & PACs/Mature
Learners/Newcomers/Transfer)

Domestic Recruitment

Canadian Citizens, Permanent Residents & Refugees



Domestic Recruitment Timeline



Future Students' Office Services

- Drop-ins (**all campuses**, Civic by request)
- Phone/Virtual appointments (Approx. 10 time slots a day)
- Attend over **300** high school visits annually (PSBC/CUE/ECF) Sept-Dec



Future Students' Office Services

- FSO events: Counsellor Conference, Breaking Barriers (Community Partners), Discovery Days
- Support over **150** program info sessions annually (averaging **4** a week)



Future Students' Office Services

- Community based visits: career fairs/presentations
- Large group tours on campus
- Individual campus tours (weekly)



Future Students' Office Services

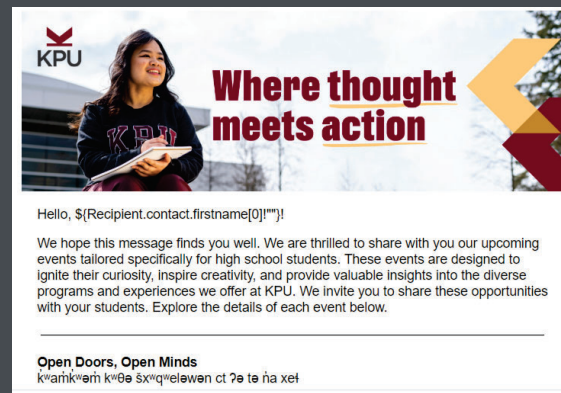
- Answer all **webforms** from prospective students through the KPU website
- Mass email deployment through **CRM** targeting leads generated by marketing
- **Monthly Newsletters** to school district contacts and community partners
- Send KPU specific packages to schools and community

Connect with Us

Need help applying? Have questions about our programs?

Fill out the form below and our team will get back to you with more information about our programs.

First Name *	Last Name *
I am a *	
Faculty *	
How would you like to be contacted? *	
Email *	Phone Number *



Future Students' Office Services

- Student Ambassadors (team of 8)
- Dual Credit portfolio (over **350** students annually)
- Program conversion for every intake (calling campaigns, **postcards**, etc)



Trends and Observations

Increased Encouragement of Gap Years: Parents are advising students to take their time and not rush into post-secondary decisions, often encouraging gap years to gain clarity or work experience. Lack of trust in post-secondary and a influence of 'learn on the job'.

Lower Parental Engagement: Compared to previous years, parents appear less actively involved in guiding or influencing their children's post-secondary choices.

Supportive Educators: High school counsellors and career educators are responding positively to institutions like KPU offering flexible or "soft transition" pathways into post-secondary. Career Educators are being laid off across province and this could have a negative impact.

Trends and Observations

Financial Pressures: More students are facing financial constraints, often needing to work while attending school in order to afford tuition and living expenses. Looking for options closer to home.

Application Procrastination: Students are delaying their post-secondary applications longer than usual, often due to uncertainty about program fit, finances, or future goals.

Mental Health Considerations: Concerns around stress, burnout, and mental well-being are increasingly influencing students' decisions on whether, when, and how to pursue post-secondary education.

How can Faculty engage with Recruitment?

- Host program information sessions
- Establish partnerships with high schools/community partners- we have contact lists and presentation templates!
- Distribute program specific posters
- Share newsworthy items in our newsletters or CRM email campaigns
- Invite prospective students to already established events
- Support 'Offer' calling campaigns
- Wear KPU gear in the community!

Now Available!

 **Future Students' Office**

Future Students' Office

Our Team

Our Student Ambassadors

Prospective Student Servi...

High School & Communi...

Recruitment Resources f...

Information Sessions & P...

Recruitment Events

Dual Credit & Concurrent...

Communications & News...

Recruitment Calendar

Photos

Edit

+ New

Promote

Page details

Immersive reader

Analytics

Published 9/11/2024

Share

DOMESTIC RECRUITMENT

Recruitment Resources for Faculty

✓

Host Program Information Sessions

✓

Create Workshops for High Schools

✓

Establish Partnerships with High Schools for Collaboration

✓

Distribute Program Specific Posters to High Schools

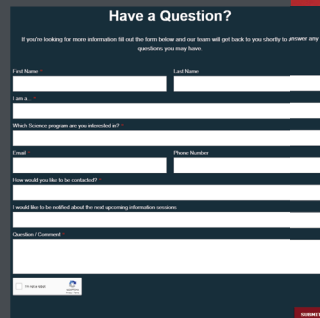
✓

Share Program Information in our School District or Community Partners' Newsletters

Referral

Refer a prospect or applicant to FSO:

- Email study@kpu.ca or call 604-599-3030
- The '**Have a Question?**' form at the bottom of program pages online
- On-campus drop-ins
- Virtual/Phone appointments



The image shows a screenshot of a web form titled "Have a Question?". The form is dark-themed with white text and input fields. It includes fields for First Name, Last Name, Email, and Phone Number. There is a dropdown menu for "Which KPU program are you interested in?" and a checkbox for "How would you like to be contacted?". At the bottom, there is a "Submit" button.



Faculty Council Committees List

Melville School of Business Faculty Council

Prepared and updated by Landon Kleis, Chair

Updated **October 22, 2024**

- PD
 - o Removed from list with explanation
- SCRS
 - o Updated members list (Appendix B) from May 2024 version on SharePoint
 - o Updated term of membership

Purpose of this Document

This document is to keep track of all of the committees of faculty council, including their mandates and membership requirements. It is to be updated at least annually by the Chair of Faculty Council and shared with Council.

Note: the School of Business Charter and Bylaws specifies the mandate, term of membership, etc. for three [standing committees](#): Curriculum and “Governance Opportunities” aka Nominating Committee.

Additional standing committees and ad hoc committees may be created by majority vote of Faculty Council. As Chair, I saw the need to keep the committee information in one place, as a resource for council and for future Chairs.

Standing Committees List

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
Curriculum	By Charter and Bylaws. See Appendix A in this document.	Term: 2 years, commensurate with membership term. Composition: By tradition, one representative per department, chosen by department. Chair of Curriculum Committee is selected by the Dean from applications for an annual time-release position.	Ulrich Paschen	As chosen by departments. See SharePoint.
Professional Development	PD Committee was removed from the MSB Faculty Charter and Bylaws by a vote at the AGM in August 2024. PD Committee's function (dispensing PD funds) is not part of "governance".			
Nominations (officially the "Governance Opportunities" committee)	By Charter and Bylaws. See Appendix A in this document.	Term: 2 years, commensurate with membership term. Composition: No defined number of members. By tradition, elected from SBFC members. As of Sept 2021, SBFC chair or vice-chair is an ex officio member.	Richard Wong	Richard Wong (term ends ____) Anita Braaksma (FC term ends Aug 2025) FC Chair or Vice Chair (ex officio)

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
SCEQ— Standing committee on education quality). Originally titled Standing Committee on Program Quality (SCPQ). As of Dec 2016 FC minutes, it was referred to as SCEQ. In 2022 it was discovered that no mandate could be found in the archived minutes of FC. Thus, a new mandate was adopted.	Mandate (Dec 12 2022) The standing committee on Education Quality ("SCEQ") shall: a) Exercise the delegated authority of the Faculty (MSB Faculty Council - "MSB FC") to educate, explore, review, advise and or recommend a systematic student learning outcomes assessment process and plan that leads to continuous improvement; b) Review and advise on the alignment of the MSB Faculty quality structures, processes, and initiatives with regard to University educational quality programs and requirements; c) Periodically review quality initiatives overall and make appropriate recommendations to MSB FC; d) Advise Faculty administration (MSB Dean's Office) on processes, recourses, and tools (applications) required to meet the mandate of the MSB quality processes and outcomes; e) Periodically review the Education Quality Committee's structure and mandate and make recommendations to MSB FC; f) Provide minutes of all meetings to MSB FC; g) Provide an annual report to MSB FC summarizing the activities of the committee; such other duties as the MSB FC may from time to time require.	Term Unknown but we can assume the default "two years commensurate with term on FC" from the MSB Charter & Bylaws section on standing committees. Since some members do not sit on FC, their term would be two years. Composition (From Nov 4, 2016 minutes of FC:) <i>SCPQ membership be established as follows:</i> • one faculty member from Faculty Council • one faculty member from the SOB Chairs Committee • one faculty member from the SOB Curriculum Committee • the SOB Dean or an Associate Dean • one student currently enrolled in a SOB program • additional members as deemed appropriate by FC. <i>The SCPQ recommends potential SCPQ members from the Chairs and Curriculum Committees be first determined by the respective Committees, then forwarded to FC for consideration. The potential SCPQ student member can be determined through a student election facilitated by the FC Standing Committee on Governance Opportunities. Additional members can be determined by FC in consultation with the SCPQ.</i> Chair of SCEQ is selected by the Dean from applications for a time-release position, renewed annually.	Shari Ann Herrmann (Mar 2022, but was appointed earlier).	See Appendix B. Julie Merkl is keeping track.

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
SCBEF – Standing Committee on the Business Education Framework	April 2021: to annually report on the relevancy of BEF learning aims and outcomes, as determined by annual student, program faculty, and industry feedback. Committee membership shall be comprised of a faculty member from each department/program having a course within the current BEF, and include at least one faculty member from Faculty Council.	Note: the April 2021 minutes specify the 8 departments: <i>ACCT, BUSI, CMNS, ECON, ENTR, HRMT, MRKT, BUQU</i> Note2: there is no mention of the TERM of membership, but the Charter provides that the term of membership of a standing committee is 2 years, commensurate with a member's term on FC. Since these members are not all from FC, the default may well be two years.	Sasha Ramnarine (June 2023)	Members chosen by departments, as of 2023: ACCT – Taryn Greig BUSI – Shari Ann Herrmann CMNS – Colleen Dunbar ECON – ENTR – Duane Radcliffe HRMT – MRKT – Paul Leigh BUQU – FC – Sasha Remnarine (June 2023)

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
Standing Committee on Research and Scholarship	November 2021: The Standing Committee on Research and Scholarship shall: a) advise Faculty Council on how research and scholarship within the Faculty may be facilitated in support of the Faculty's mission, educational goals, objectives, strategies, and priorities and in recognition of the diversity of research and scholarship undertaken in various disciplines within the Faculty. b) celebrate exemplary research and scholarship through public recognition and dissemination. c) advise on the planning and operation of research and scholarship initiatives. d) review annually the Committee's mandate, composition, processes, and approval criteria and make such recommendations to the Standing Committee on Governance Opportunities, or the Chair, as may be appropriate. e) perform other duties as assigned by Faculty Council.	The Committee Chair shall be elected from among the members of the Committee. The Committee shall have the following members: a) The Dean or designate. b) 3-5 members of the Faculty as defined in part IV.B.2., recommended by the Standing Committee on Governance Opportunities and endorsed by Faculty Council, selected to ensure that the composition of the Committee reflects the diversity of departments and programs within the Faculty. Two of these members shall be a member of Faculty Council. Term of membership to be two years or commensurate with membership on Faculty Council.		Members with terms expiring November 2024: - Tara Immell Members with terms expiring Feb 14 2026 - Amir Arazon - Ron Messer Members with terms commensurate with their membership on Faculty Council as of Feb 23, 2024: - Anita Braaksma - Richard P. Wong

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
Student Awards	June 2021: to work with the Associate Dean, to support SoB student awards. ... to create an ongoing list of internal KPU awards, and externally created awards that are appropriate to SoB students, and in addition, to propose potential eligible and deserving student applicants that could apply for these awards.	(From June 2021 motion creating the committee:) <i>standing committee consisting of three to five faculty members to work with the Associate Dean.</i> <i>Further, that FC's Nominations Committee put out a call for interested faculty to serve on this committee. The members will be appointed on a first come, first serve basis. and will serve for one year. The committee will determine the number and regularity of the committee meetings</i>	Unknown – committee has not been elected	Unknown – committee has not been elected

Name	Mandate and Inception Date	Composition and Term of Membership	Chair (last updated)	Members
Academic Integrity Violations	December 2022: The SCAIV will take a holistic approach to address academic integrity violations (AIV) in the Melville School of Business (MSB). These activities may include: • Undertaking research to understand (i) the various causes and (ii) the impacts of AIV and sharing their findings with the Faculty Council. This research may include, but is not limited to: - o Surveys of faculty, students, and alumni about AIV - o Secondary research - o Investigating best practices in other departments and external organizations • Developing recommendations to prevent AIV • Developing recommendations to rehabilitate students who have been reported for AIV • Developing recommendations to support faculty in enforcing AIV policies • Develop collaborative relationships with students to address AIV issues • Provide a once-a-semester report on the committee's ongoing activities and recommendations to Faculty Council • Responding and contributing to relevant AIV policies published by KPU • Maintain the above activities on an ongoing basis	Members of the SCAIV committee will serve for a minimum of two years and may serve multiple terms Annually, the SCAIV committee will elect from its members a Chair, who will organize the committee's meetings and serve as the Faculty Council's point of contact. Membership of the SCAIV will include: • One Associate Dean • Up to nine members of the MSB faculty, of which at least one must be a member of the Faculty Council When selecting members of the SCAIV, the Nominations Committee will consider the following: • Does the applicant's expression of interest demonstrate their commitment to the holistic approach to AIV in this committee's mandate? • Does the applicant have prior experience researching or addressing AIV issues at KPU or other organizations? • Are multiple departments represented in the committee		2 year term starting Feb 8, 2024: 1. Benjamin Kwan 2. Christina Page 3. Hamideh Shokoohian 4. Landon Kleis (FC) 5. Mina Sahota 6. Randy Liu 7. Shiraz Charania Associate Dean member: Suzanne Pearce Pamela Ip resigned as of Aug 31 2024.

Ad Hoc Committees List

Review this list annually and maintain if any ad hoc committees are continuing.

Name	Mandate and Inception Date	Composition and Term of Membership	Chair	Members
None carrying over from prior years				

Appendix A: Standing Committee Mandates (see Part IV Section F of Charter and Bylaws, 2019 revision)

Professional Development: ~~The standing committee on professional development shall:~~

- ~~a. Exercise the delegated authority of the Faculty to review, approve or disapprove requests from faculty for funding for professional development activities;~~
- ~~b. Periodically review and recommend changes for approval by SBFC to the criteria for approval of funding;~~
- ~~c. Apply the approved funding for each department to the requests received from faculty from that department;~~
- ~~d. Ensure that all approved funding for professional development activities comply with all University policies and procedures;~~
- ~~e. Provide minutes of all meetings to SBFC;~~
- ~~f. Provide an annual report to SBFC summarizing the authorized and actual expenditures for each department;~~
- ~~g. such other duties as the SBFC may from time to time require.~~

Curriculum: The standing committee on Curriculum shall:

- a. Exercise the delegated authority of the Faculty to review, approve or disapprove of all curriculum, or changes to curriculum, offered for credit by each department;
- b. Recommend curriculum, or changes to curriculum, to SBFC for recommendation to the Senate;
- c. Periodically review curriculum and programs of each department, including prerequisites, co-requisites, learning outcomes, assessment models, and make appropriate recommendations to Faculty Council;
- d. Ensure that all curriculum of each department conforms to University policies and procedures;
- e. Review all new program and new degree proposals and provide recommendations to SBFC;
- f. Ensure that all new program and new degree proposals comply with University policies and procedures;
- g. Review the implementation of new degree and non-degree programs and provide recommendations to SBFC;
- h. Periodically review the Curriculum Committee's structure and mandate and make recommendations to SBFC;
- i. Provide minutes of all meetings to SBFC;
- j. Provide an annual report to SBFC summarizing the activities of the committee;
- k. such other duties as the SBFC may from time to time require.

Governance Opportunity: The standing committee on Governance Opportunity shall:

- a. Communicate opportunities for Faculty member involvement in Faculty and University governance roles;
- b. Ensure that nominations are sought for all elections for the SBFC, including student representatives;
- c. Where requested by the SBFC, oversee elections for designated positions on the SBFC and committees of the SBFC;
- d. Advise the SBFC on procedures for solicitation of Faculty representatives for University Committees, and facilitate associated processes as requested by the SBFC.

Appendix B: SCEQ Membership

[SCEQ - Home \(sharepoint.com\)](https://sharepoint.com)

The membership is available on SharePoint. May 2024 update:

<i>Standing Committee on Educational Quality (SCEQ) Membership (May 2024)</i>			
Committee Member	Department	start date	email
Azadeh Khoshaien (<i>Chair</i>)	ECON	Sep 2024	azadeh.khoshaien@kpu.ca
Shari Ann Herrmann	MSB Associate Dean	Jan 2022	shariann.herrmann@kpu.ca
Michael Schantz	ENTR	Feb 2024	michael.schantz@kpu.ca
Darren Francis	CMNS	April 2022	Darren.Francis@kpu.ca
Nav Sidhu	MRKT	Feb 2024	nav.sidhu@kpu.ca
Abhilash Nambudiri	MSB Associate Dean	Sept 2023	abhilash.nambudiri@kpu.ca
Kamson Wong	Quality Assurance Analyst	Oct 2019	kamson.wong@kpu.ca
Ulrich Paschen	Curriculum Committee	April 2022	ulrich.paschen@kpu.ca
Brad Anderson	Faculty Council Committee	April 2022 – Dec 2024	brad.anderson@kpu.ca
Nishan Perera	Interim Director, Learning Technology & Education Development	Jan 2023	Nishan.Perera@kpu.ca
Joanne MacNeil	MSB Admin Coordinator	Jan 2020	joanne.macNeil@kpu.ca
Amanda Tao	MSB Admin Assistant (recorder)	May 2024	Amanda.tao@kpu.ca
Simran Gill	MSB Admin Assistant (recorder)	May 2024	simran.gill1@kpu.ca
Stephanie Howes	MSB Dean		stephanie.howes@kpu.ca