Kwantlen POLYTECHNIC UNIVERSITY

REGULAR MINUTES
Board Meeting
Wednesday, 24 March, 2010
Surrey Board Room
3:00 – 6:00pm

Present	**Board**	**University Vice Presidents**
	Ariana Arguello	Deborah Harkin/Human Resource Services
	Kristan Ash	Gordon Lee/Finance & Administration
	David Atkinson /President	Judith McGillivray/Academic
	Rebecca Darnell	
	Yuri Fulmer	**University Community Members**
	Shane King	Dana Cserepes/Vice Chair Senate
	Suzanne Pearce	Jody Gordon/AVP Student Services & Registrar
	Kim Richter	Sandi Klassen/University Secretary
	Derek Robertson	Vivian Lee/Director, Budgeting
	Gord Schoberg	Kathy Lylyk/Exec. Dir., Finance
	Andrew Taylor-Eddy	Elizabeth Merritt /University Secretariat
	Ken Tung	Jeff Norris/Chief Advancement Officer
	Amrik Virk	Maureen Shaw/Kwantlen Faculty Assn
		Wayne Tebb/Associate Dean, Faculty of Business
Regrets	Arvinder Bubber	
	Scott Nicoll	

Call to Order

The Chair called the meeting to order at 4:40pm.

Confirmation of Agenda

Moved by Derek Robertson; seconded by Kim Richter:
THAT the Board of Governors approve the agenda with the following additions.

9.h AGB Conference Report
9i Conference Proposal
11 President's Report

MOTION CARRIED

Assurance of Successful President Performance

Policy 3.4, *Financial Planning/Budgeting*

Moved by Shane King; seconded by Derek Robertson:
THAT the President is in compliance with Policy 3.4, *Financial Planning/Budgeting.*

MOTION CARRIED

Policy 3.5, *Financial Condition & Activities*

Moved by; Shane King; seconded by Andrew Taylor-Eddy:
THAT the President is in compliance with Policy 3.5, *Financial Condition & Activities*.

MOTION CARRIED

University Budget 2010-2011	Gordon Lee provided an overview of the budget. **Moved by Yuri Fulmer; seconded by Amrik Virk:** **THAT the Board of Governors approve the University Budget 2010-2011.** **MOTION CARRIED**
Bylaw No. 4, *Fees*	**Bylaw No. 4, *Fees*** The Board Finance Committee recommended revisions to Bylaw No. 4, *Fees*. **Moved by Rebecca Darnell; seconded by Shane King:** **THAT the Board of Governors approve revisions to Bylaw No. 4, *Fees.*** **MOTION CARRIED**
Notice of Motion	Derek Robertson stated a notice of motion to discuss the listing of international student fees in Bylaw No. 4, *Fees* and Board approval of these fees. International student fees are currently the purview of the Vice President, Academic and are not listed.
Consent Agenda	**Moved by Derek Robertson; seconded by Shane King:** **THAT the Board of Governors approve the Consent Agenda.** **MOTION CARRIED** The following items were approved in the Consent Agenda: 1. Approval of Minutes of 20 January 2010 2. Approval of Student and Academic Experience Committee Terms of Reference.
Upcoming Monitoring Reports	The President will submit the following monitoring reports between April and June, 2010. • Policy 3.2, *Treatment of Employees* • Policy 3.3, *Compensation & Benefits* • Policy 3.5, *Financial Condition & Activities* • Policy 3.6, *Asset Protection*
Report on Senate	The Board received the report of Senate activities.
Board Reception	The practice of holding a Board reception in December was discussed. The members agreed to discontinue the practice and to co-host the Christmas lunches that are held on the Surrey, Richmond and Langley campuses. The External Relations Committee will discuss other options for the Alumni Association and Kwantlen Foundation to interact with the Board.
Board Endowment Update	Jeff Norris, Chief Advancement Officer, provided an update on the Board Endowment Fund and its $1,500 award for students in their

	final year of study. He encouraged them all to contribute to the Foundation.
Process for Selection, Appointment and Re-appointment of Board Members	Gordon Schoberg noted that the External Relations Committee approved a process for the selection, appointment and re-appointment of Board Members.
FTE Audit	The Ministry of Advanced Education and Labour Market Development has eliminated the requirement for an annual Audited Full-time Equivalent (FTE) Report in order to streamline the process of reporting actual FTE. **Moved by Shane King; seconded by Andrew Taylor-Eddy:** **THAT the Board of Governors eliminate the 2009-2010 FTE Audit.** **MOTION CARRIED**
Policy Development	**Revision of Policy 3.5, *Financial Condition & Activities*** The Finance and Audit Committee determined that Clause #8 of Policy 3.5 is no longer necessary, now that the Institute for Sustainable Horticulture is established. **Moved by Shane King; seconded by Derek Robertson:** **THAT the Board of Governors approve revision of Policy 3.5, *Financial Condition & Activities*, removing Clause #8.** **MOTION CARRIED** **Revision of Policy 1.2, *Governing Style and Values*** The Governance Committee recommended a revision to Policy 1.2. **Moved by Rebecca Darnell; seconded by Shane King:** **THAT the Board of Governors approve revision of Policy 1.2, *Governing Style and Values,* adding "where prescribed or otherwise appropriate" to clause #9.** **MOTION CARRIED** **Policy 1.1, *Core Values*** **Moved by Rebecca Darnell; seconded by Amrik Virk:** **THAT the Board of Governors is in compliance with Policy 1.1, *Core Values.*** **MOTION CARRIED** **Policy 1.2, *Governing Style & Values*** A question was raised concerning the number of committee meetings members are expected to attend. This matter was referred to the Governance Committee. **Moved by Kim Richter; seconded by Derek Robertson:** **THAT the Board of Governors is in compliance with Policy 1.2,**

***Governing Style & Values*.**

MOTION CARRIED

Policy 1.3, *Board Job Products*
The Governance Committee evaluated Policy 1.3.

Moved by Kim Richter; seconded by Ariana Arguello:
THAT the Board of Governors is in compliance with Policy 1.3, *Board Job Products.*

MOTION CARRIED

Revision of Policy 1.3, *Board Job Products*
The following paragraph was added to section 2 of the policy: "Board-Senate Linkage: the Board recognizes the duties and powers of Senate as set out in the University Act."

Moved by Rebecca Darnell; seconded by Shane King:
THAT the Board of Governors approve revisions to Policy 1.3, *Board Job Products.*

MOTION CARRIED

Revision of Policy 2.2, *Accountability of the President*

Moved by Andrew Taylor-Eddy; seconded by Ken Tung:
THAT the Board of Governors approve revisions to Policy 2.2, *Accountability of the President.*

MOTION CARRIED

Policy 3.1, *Treatment of Students and Customers*

Moved by Kim Richter; seconded by Shane King:
THAT the President is in compliance with Policy 3.1, *Treatment of Students and Customers*.

MOTION CARRIED

Association of Governing Boards (AGB) Update

The six Board members who attended the AGB Conference in Orlando reported on the value of the conference.

Student Proposal

A student Board member proposed that students be permitted to attend a student trustee conference in Baltimore starting on March 25. The Board suggested that this proposal be looked at in 2011.

Board Self-assessment

Policy 1.0, *Global Governance Commitment*

Moved by Amrik Virk; seconded by Shane King:
THAT the Board of Governors is in compliance with Policy 1.0, *Global Governance Commitment.*

MOTION CARRIED

Policy 2.3, *Delegation to the President*
The Governance Committee will consider the roles of the Board and Senate.

Moved by Kim Richter; seconded by Derek Robertson:
THAT the Board of Governors is in compliance with Policy 2.3, *Delegation to the President.*

MOTION CARRIED

Policy 2.4, *Monitoring President Performance*

Moved by Andrew Taylor-Eddy; seconded by Ken Tung:
THAT the Board of Governors is in compliance with Policy 2.4, *Monitoring President Performance*.

MOTION CARRIED

President's Report	The President updated the Board on recent activity noting the search processes that will be undertaken to hire new senior staff.
Next Meeting Agenda Contribution	Board members will forward agenda items to the University Secretary.
For the Good of the Order	Amrik Virk commended the student board members for their professional conduct at the recent AGB Conference. The student members thanked the board members who attended the conference for their guidance and support.
Evaluation of the Board as a Group	Kristan Ash evaluated the Board. She felt that the members met all the requirements and complimented Gordon Schoberg on chairing the meeting well. She thanked Deborah Harkin for her valuable presentation. She suggested that the Board solidify and nurture its relationships with Senate, Alumni and the Foundation.
Next Meeting	The next meeting will be June 16, 2010, Surrey Campus.
Adjournment	The meeting adjourned at 6:40pm.

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BOARD CHAIR