



	BOARD		UNIVERSITY COLLEGE
Present	Janet Shauntz (Chair)	Bob Lisson (Vice President Administration)	
	Harry Bains (Vice Chair)	Derek Francis (Vice President Educational Services)	
	T.N. Foo	Skip Triplett (Vice President Development & Communications Services)	
	Dani Minor	Liz McKinlay (Director Human Resources)	
	Navnit Shah	Randy Bruce (Dean Information & Educational Technology)	
	Tim Glatley	Kelly Bentley (Board Assistant)	
	Jim Gillis	Lornell Ridley (Development Officer)	
	Juliana Yung	Jack Finnbogason (President Faculty Association)	
		Judy Deeley (Chair BCGEU)	
		Graig Aldrich (President / KUCSA)	
	<i>Ex Officio Member</i>		
	Jim Gunson (Chair Education Council)		
	Gerry Kilcup (President)		
Regrets	Collin Phillip		
	Lois Peterson		
	Richard McIlveen		
	Gurbir Gill		
Guest	Ken Hoffmann (Observer / Surrey School Trustee)		
Call to Order	The Chair called the Regular Meeting to order at 6:15 pm.		
Confirmation of Agenda	Moved by Harry Bains; Seconded by T.N. Foo: THAT the Agenda be adopted.		MOTION CARRIED
Approval of Minutes	Moved by Harry Bains; Seconded by Navnit Shah: THAT the Minutes of the Regular Meeting held 28 May 1997 be approved.		MOTION CARRIED
Business Arising	<ul style="list-style-type: none"> • Ratification of Motion regarding “100% Purchase of Pensionable Service by an Employee” as presented and approved-in-principle at the May Board Meeting: <p>Moved by T.N. Foo; Seconded by Navnit Shah:</p> <p>THAT upon application by a current Kwantlen employee who is a member of the College Pension Plan, Kwantlen recognizes as pensionable service under the Pension (College) Act all or part of the service an employee for any employer, whether or not the employer is an employer to whom the Act applies, provided that the employee pays 100% of the additional sums specified by the Superannuation Commission. Any exceptions to this must be approved by the Board.</p>		

MOTION CARRIED

MOTION CARRIED

- **Follow-up to Meeting between Management Team and Don Avison, Deputy Minister / MOEST**

The President advised that the Management Team met with Don Avison, Deputy Minister of the Ministry of Education, Skills & Training following his presentation to the Vocational Instructors Conference held at the Langley Campus. The purpose of the meeting was to update the Deputy Minister on the happenings at Kwantlen. The Deputy Minister is keenly interested in post-secondary education.

- **Follow-up to Administration Meeting with Richmond School District**

The President advised that T.N. Foo, Rick McIlveen, the Vice Presidents and himself met with the Richmond School District Superintendent and Trustees to discuss the drafting of a proposal to the Ministry regarding joint facilities.

The President further advised that a meeting was held with Chris Kelly, Superintendent Richmond School District, Jim Parker, Director of Facilities for the Ministry and himself to discuss the details of what a partnership would entail and to identify potential private partners. Mr. Parker advised that \$50,000 would be available to commission a study into the feasibility of such partnerships; arrangements are now being concluded with a consultant.

The President did state that Kwantlen's priority will continue to be a replacement facility for the Newton Campus.

Correspondence Nothing to Report

Committee Reports

Community Contacts Committee

Langley School District has accepted the Board's invitation to a Dinner Meeting on Wednesday 17 September the Langley Campus Board Room.

Next meeting of the Community Contacts Committee will be at the call of the Chair; at that time an agenda will be draft for the Langley meeting.

Fund Raising Committee

Moved by Jim Gillis; Seconded by Navnit Shah:

THAT the Board approve the Fund Raising Committee's recommendation to establish a steering committee to develop a "Kwantlen University College Foundation" as follows:

The *purpose* of the Foundation will be to assist Kwantlen University College in carrying out its Mission by coordinating all philanthropic activities on behalf of the University College.

A *steering committee* will be struck to develop an implementation plan. The Fund Raising Committee recommends that membership of the Steering Committee be comprised of two (2) Board Members (Board Chair or Designate plus 1 Board Member); and three (3) Administrators (President, Bursar or Designate, and one other Administrator designated by the President). The steering committee will report to the Board of Governors on a quarterly basis.

An *implementation plan* will be developed to:

1. define the role and responsibility of the Kwantlen University College Foundation;
2. define the foundation board;
3. define the relationship of a foundation to Kwantlen's administration;
4. identify foundation funding and develop interim budget;
5. ensure financial management;
6. recruit foundation staff;
7. retain legal counsel;
8. draw up a constitution and by-laws;
9. start the process of incorporation of the foundation as a non-profit society;
10. obtain from Revenue Canada the charitable registration number for the foundation;
11. receive articles of incorporation;
12. identify and recruit members;
13. identify potential chairperson;
14. hold the first meeting of the foundation.

The foundation board may include:

- 1 Kwantlen's President
- 12 Representatives of the geographic areas and ethnic communities served by Kwantlen
- 3 Representatives at large, including Kwantlen alumni
- 1 Representative from the Kwantlen Student Association
- 1 Representative from Kwantlen's Board of Governors

The following *time line* is proposed:

June 1997 Kwantlen's Fund Raising Committee of the Board of Governors recommend the establishment of a Kwantlen Foundation

Steering Committee struck to develop implementation plan

Retain legal counsel:

- to prepare the Constitution and By-laws necessary for the establishment of a Kwantlen Foundation;
- file for incorporation;
- attain Revenue Canada charitable registration number.

Articles of incorporation received:

- members identified, recruited;
- identify potential chairperson;
- receipt of charitable registration number from Revenue Canada.

Fall 1998 Hold first meeting of the Foundation

Moved by Navnit Shah; Seconded by Jim Gillis:

**THAT the Composition of the Steering Committee be amended to read as follows:
“two (2) Board Members”.**

AMENDED MOTION & MOTION CARRIED

Lois Peterson and Navnit Shah volunteered to be the Board Member representatives to the Steering Committee.

**Monitoring
Reports**

Education Council Report

The Chair congratulated Jim Gunson on his recent election as Chair of the Council of Education Councils of British Columbia.

Moved by Navnit Shah; Seconded by Tim Glatley:

THAT the following new course outlines be accepted::

DRAFTING 1303	Introduction to AutoLISP@Programming
NRSG 2350	Consolidated Practice Experience 2
NRSG 2220	Professional Growth 2: The Nursing Profession
NRSG 2110	Healing Workshop 1: Episodic Health Challenges
NRSG 2140	Nursing Practice 2
NRSG 2210	Healing Workshop 2: Complex Episodic Health Challenges
NRSG 2240	Nursing Practices 3
OADM 1111	Basic Keyboarding
MANDARIN 2200	Second Year Mandarin I
MANDARIN 2201	Second Year Mandarin II
NRSG 2160	Health Science 3: Pathophysiology 1

EARLY CHILDHOOD EDUCATION

- ENGLISH AS A SECOND LANGUAGE PROGRAM

Program Planning I - Developing Musical Intelligence in Young Children

Child Growth and Development I

Foundations of Early Childhood Education

Program Planning I - Introduction to Program Planning

Program Planning I - Developing Linguistic Intelligence in Young Children

MOTION CARRIED

Moved by Jim Gillis; Seconded by Navnit Shah:

THAT the School of Business Proposal for a Certificate in Business Entrepreneurship be approved.

MOTION CARRIED

President's Report

• Draft Audited Financial Statements

The Vice President Administration reviewed each statement and replied to Board Member's queries.

Moved by Navnit Shah; Seconded by T.N. Foo:

THAT the Draft Audited Financial statements for the year ended 31 March 1997 be approved.

MOTION CARRIED

- **1997/1998 Annual Institutional Operational Plan and Strategic Vision**

This document constitutes our submission to the Ministry as Kwantlen's 1997/1998 Annual Institutional Operational Plan. It contains the final copy of our Strategic Vision which was considered in detail at the Board Retreat in February of this year.

Subsequent consultation has added to the document and its final form represents a substantial level of consultation within the Institution. This document forms the basis for the 1997/1998 Revenue and Expenditure Plan.

- **Draft 1997/1998 Revenue and Expenditure Plan**

The Vice President Administration reviewed the Operating fund; the Community Contract Services; the Cost Recovery Courses; the ancillary Services; and the Capital Fund and replied to Board Member's queries:

Moved by Navnit Shah; Seconded by Harry Bains:

THAT the Draft 1997/1998 Revenue and Expenditure Plan be approved.

MOTION CARRIED

**Constituency
Reports**

Student Association

Graig Aldrich, President / KUCSA informed the Board of the following initiatives underway within the Association:

- working with College Resources to enhance job placement for students;
- with the assistance of Development & Communications Services, developing a survey to determine the students wants and needs;
- development is underway for a Marketing Plan and a Business Plan (Graig thanked the Vice Presidents and President for their assistance in the development of the plans)
- the Associations policies and bylaws are in the process of being re-written and will be taken to the students at a Special General Meeting called for September;
- the Association has managed to increase the Day Care subsidy to \$15,000;
- Graig thanked Bob Lisson for the invitation to attend the Phase II Value Analysis Session.

BCGEU / Nothing to Report

Faculty Association

- Provincial Bargaining Meetings have been set for October to prepare for the commencement of bargaining in January 1998

**Board Chair's
Report**

- acknowledged the excellent Graduation Ceremonies; and mentioned that the Graduation Speaker, Winnie Kan did an excellent job. It was a special occasion for the University College as our first degrees were awarded.

- **AECBC**

The past weekend was the AECBC AGM; and excellent conference; speakers were very interesting. The 1998 AGM and Conference will be hosted by the College of the Rockies in Cranbrook.

The President advised the Board that Janet Shauntz was elected as a Director-at-Large / Executive Member of AECBC.

Other Jim Gunson advised that the Education Council will be hosting a College-wide Professional Development day on Wednesday 27 August at the Richmond Campus.

Next Meeting Wednesday 27 August 1997 / 5:30 pm Dinner; 6:00 pm Meeting
/ Surrey Campus Board Room

Adjournment The meeting adjourned at 8:30 pm.

CHAIR

VICE PRESIDENT
ADMINISTRATION