



Present Board

Lisa Skakun / Chair
Douglas Beaton
Steven Button
Sandra Case
Tanya Corbet
Alan Davis / President & Vice
Chancellor
Marc Kampschuur
Jamie Kokoska
Jessica Lar-Son
Hanne Madsen / Vice Chair
George Melville / Chancellor
Suzanne Pearce
Kim Rose
Praveen Vohora

University Vice Presidents

Salvador Ferreras / Provost & VP Academic
Jon Harding / VP, Finance & Administration

University Community Members

Harry Gray / AVP, Administration
Marlyn Graziano / Executive Director, External &
Government Affairs
Kathy Lylyk / Executive Director, Finance
Maggie MacKenzie / Confidential Assistant, Board of
Governors
Lori McElroy / Executive Director, Institutional Analysis &
Planning
Keri van Gerven / University Secretary
Shelley Wrean / General Counsel

Regrets

- 1. Call to Order** The Chair called the meeting to order at 3:10 pm and welcomed new Board members Douglas Beaton, Sandra Case and Praveen Vohora.
- 2. Approval of Agenda** **Motion #14-15/16**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the agenda.
- 3. Oath of Office** The Chair confirmed that Sandra Case took the Oath of Office at the January 12, 2016 Human Resources Committee meeting and Douglas Beaton and Praveen Vohora took the Oath of Office at the January 14, 2014 Audit Committee meeting.
- 4. Consent Agenda** **Motion #15-15/16**
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following item on the Consent Agenda:
4.1 Minutes November 18, 2015
4.2 Program Concept and Full Program Proposal: Bachelor of Arts Minor in Indigenous Community Justice
4.3 Full Program Proposal: Certificate in Health Foundations
4.4 Full Program Proposal: Bachelor of Science in Nursing
4.5 Full Program Proposal: Bachelor of Psychiatric Nursing
4.6 Full Program Proposal: Horticulture Technology Diploma
4.7 Employee Code of Conduct
AND

THAT the Board of Governors receive the following for information:

4.8 2015/16 Interim FTE Report

4.9 AVED Forecast for Q3

Alan Davis expressed his appreciation to Dean Tru Freeman, Dean Diane Purvey and Dean Elizabeth Worobec, their respective Faculty staff and to the Senate Committees and Senate for the work done in developing, reviewing and recommending the programs proposals.

5. Audit Committee Report

5.1 Chair's Report

Committee Chair, Hanne Madsen advised that the committee report is covered by the item on the Agenda.

5.2 Request for Proposal (RFP) for External Audit Services

Hanne Madsen advised that the committee reviewed and concurred with the Request for Proposal (RFP) for External Audit Services noting a revision to the Period of Appointment to state a three year term with an option for an additional two years.

6. Finance Committee Report

6.1 Chair's Report

Hanne Madsen advised that the committee approved four Full Program Proposals for recommendation to the Board and reviewed the 2015/16 Interim FTE Report and AVED Forecast for Q3. These items were included on the Consent Agenda.

7. Governance Committee Report

7.1 Chair's Report

Committee Chair, Lisa Skakun advised that the committee approved five Full Program Proposals for recommendation to the Board, four of which were also approved and recommended by the Finance Committee and included on the consent agenda. The committee were also advised that the Alumni Association has issued a call for nominations for a position on the KPU Board and that the remainder of the committee report is covered by the items included on the Agenda.

Alan Davis was excused from the meeting and left the Boardroom.

7.2 Appointment of the Presidential Search/Reappointment Committee

Motion #16-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Board members Jamie Kokoska, Tanya Corbet and Doug Beaton and KPU students Allison Gonzalez, Natasha Lopes and Manpreet Bassi to the Presidential Reappointment Committee.

Alan Davis rejoined the meeting.

7.3 Appointment of the Board Representative on the KPU Foundation Board of Directors

Motion #17-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Praveen Vohora to the KPU Foundation for a one-year term beginning January 27, 2016.

7.4 Appointment of Board Representative to Senate

Motion #18-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Tanya Corbet as the Board representative on Senate for a one-year term beginning January 23, 2016.

7.5 Appointment of the Board Governance Manual Task Force

Motion #19-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Hanne Madsen, Suzanne Pearce and Steven Button to the Board Governance Manual Task Force.

7.6 Board Planning Seminar

Alan Davis reviewed the draft Agenda for the February 20, 2016 Board Planning Seminar.

7.7 Policy AC10, Establishment, Revision, Suspension and/or Discontinuance of Programs Policy

Motion #20-15/16

MOVED AND SECONDED THAT the Board of Governors approve Policy AC10, Establishment, Revision, Suspension and/or Discontinuance of Programs Policy.

MOVED AND SECONDED THAT the motion be amended by deleting the reference to “Policy” before AC10 and adding the words “and Procedure” to the end of the motion.

The amendment to the main motion was approved.

The main motion as amended was approved, with the final wording being as follows:

THAT the Board of Governors approve AC10, Establishment, Revision, Suspension and/or Discontinuance of Programs Policy and Procedure.

7.8 Policy GV9, Establishment and/or Discontinuance of Faculties and Departments Policy and Procedure

Motion #21-15/16

MOVED and SECONDED THAT the Board of Governors approve Policy GV9, Establishment and/or Discontinuance of Faculties and Departments Policy.

MOVED AND SECONDED THAT the motion be amended by deleting the reference to “Policy” before GV9 and adding the words, “and Procedure” to the end of the motion.

The amendment to the main motion was approved.

The main motion as amended was approved, with the final wording being as follows:

THAT the Board of Governors approve GV9, Establishment and/or Discontinuance of Faculties and Departments Policy and Procedure.

**8. Human Resources
Committee Report**

8.1 Chair’s Report

Committee Chair, Hanne Madsen advised that the committee report is covered by the items on the Agenda.

8.2 KPU Listens

Alan Davis provided an overview of KPU Listens, a confidential and anonymous online reporting system for suspected misconduct or wrongdoing in support of KPU’s Protected Disclosure Policy previously approved by the Board of Governors. KPU Listens launched on January 15, 2016 and the communication plan included announcements, FAQs and an open forum to be held at each campus.

Dr. Davis also advised that the Protected Disclosure Policy has been in place for over a year and to date there have been no complaints filed under the policy.

8.3 Presidential Search / Reappointment Advisory Committee

Hanne Madsen confirmed that committee membership is now complete and meetings scheduled with the intent of presenting a recommendation to the Board of Governors in May.

**9. Board / Senate Task
Force on Bi cameral
Governance**

Marc Kampschuur confirmed that the Board will be asked to consider, by way of an electronic vote, the Board/Senate Task Forces’ recommendation that the Task Force be disbanded. This recommendation is being made following confirmation by the Task Force that its mandate has been fulfilled.

10. President's Report

10.1 Report to the Board

Alan Davis presented highlights of the President's Report which is included as an Appendix and linked to the Agenda. Dr. Davis noted that the report has been condensed and feedback from the Board on the new format is welcomed.

10.2 Quality Assurance Framework for KPU

Alan Davis presented highlights of the Quality Assurance (QA) Framework for KPU which has been reviewed by the Board Governance Committee and endorsed by Senate. The framework has been designed to assess the quality of our programs, the services we provide to students and align with the VISION 2018 and the Academic Plan. This process will identify areas that can be improved, those that can be celebrated and provide a better understanding of strengths and weaknesses.

Higher education institutions, locally and globally, have adopted quality assurance processes and frameworks. The criteria is standard and may be adapted to meet our needs. Additionally, KPU is actively involved in the QA process being developed by the BC Government.

11. Provost's Report

11.1 Report to the Board

Salvador Ferreras noted that the Provost Report is also included in the Appendix and linked to the Agenda.

11.2 Academic Plan 2018 – Performance Report

Salvador Ferreras reviewed and highlighted the Academic Plan 2018 Performance Report noting the significant level of activity underway and advised that, at the one-third mark of the plan, all indications point to achievement of goals.

12. Vice President, Finance and Administration

12.1 Report to the Board

Jon Harding advised that recruitment for the Director, Business Performance & Advisory Services is expected to conclude in early February.

13. Senate Report: November 30 and December 14, 2015

The Senate Reports of November 30, 2015 and December 14, 2015 were received.

14. Issues and Concerns

No issues or concerns were identified.

15. Next Meeting Agenda Contribution

Board members are asked to send contributions for the next meeting agenda to Keri van Gerven.

16. For the Good of the Order

- BRB Co (Be Right Back Brewing) located in Richmond recently hosted a cask event to raise money for a Scholarship fund for the Kwantlen Polytechnic University brewing program.
- Events and networking opportunities with people in the Richmond community are in the planning stage.
- Minister of Advanced Education, Andrew Wilkinson; Minister of Environment, Mary Polak and Minister of Agriculture, Norn Letnick recently toured the Langley campus and met with students.
- Congratulations to Marlyn Graziano for her nomination for the South Surrey Chamber of Commerce Businessperson of the Year Award.

17. Feedback on the Meeting

The Pre Board meeting tour demonstrated the diversity of the Langley Campus
Board members are invited to participate in program or facility tours that are arranged prior to most Board meetings.

18. Appendix: Information Package

The information package was received including the Report to the Board and a link to the Board of Governors webpage featuring Board member biographies.

Keri van Gerven asked that any changes to these biographies be forwarded to her.

19. Next Meeting

Wednesday, March 30, 2016 at the Richmond Campus, Melville Centre

20. Adjournment

The meeting adjourned at 3:54 p.m.

Electronic Poll Results – November 27, 2015

Motion #12-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Jessica Lar-Son as the student Board representative on the Search Advisory Committee for the Vice Provost, Teaching & Learning.

Electronic Poll Results – November 27, 2015

Motion #13-15/16

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the revisions to Bylaw No. 4, Fees.

Board Chair