



**Present Board**

Hanne Madsen / Chair  
Douglas Beaton  
Sandra Case  
Gavin Dew  
Alan Davis / President & Vice  
Chancellor  
Allison Gonzalez  
Marc Kampschuur  
Jamie Kokoska  
Michael McAdam  
Suzanne Pearce  
Kim Rose  
Sarbjee Sarai  
Eric Wirsching

**University Vice Presidents**

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

**Presenters and University Resources**

Jennifer Chung / Controller  
Jane Fee, Vice Provost, Students  
Adam Jaffer / Manager, Organizational Risk  
Vivian Lee / Director, Budgeting, Planning & Payroll  
Maggie MacKenzie / Confidential Assistant, Board of  
Governors  
Stuart McIlmoyle / AVP, International  
Joe Sass / Director, Business Performance & Advisory  
Services  
Joanne Saunders / Executive Director, Marketing &  
Recruitment  
Stefanie Singer / Manager, Budgeting & Planning  
Keri van Gerven / University Secretary & Confidential  
Assistant to the President & Vice Chancellor  
Marlyn Graziano / Executive Director, External &  
Government Affairs  
Shelley Wrean / General Counsel

**Regrets** Tanya Corbet / Vice Chair  
George Melville / Chancellor

- 1. Call to Order** The Chair called the meeting to order at 4:00 pm and welcomed guests.
- 2. Presentation: Brand** Joanne Saunders presented an overview of the KPU Brand including a definition of brand and its touch points and summarized brand as our reputation. The why, who and how KPU's brand was developed, the components of the KPU model including purpose, promise, attributes and essence were described and KPU's brand was summarized.  
  
Ms. Saunders advised that a committee with broad university community representation was involved in development of KPU's new tagline, "Where thought meets action". Examples of radio, TV and cinema ads as well as wall murals, billboards/highway signage, targeted online ads and print materials were displayed.  
  
Ms. Saunders also confirmed that the Brand rollout began last month and will be measured over time.

**3. Approval of Agenda**

**Motion #21-16/17**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the agenda.**

**4. Consent Agenda**

**Motion #22-16/17**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following items on the Consent Agenda:**

**4.1 Minutes of February 1, 2017**

**4.2 Third Quarter Financial Report – Quarter Ending December 31, 2016**

**4.3 Establishment of a Bachelor of Science (Honours), Major in Health Science**

**4.4 Program Discontinuances:**

**4.4.1 Bachelor of Science, Minor in Application of Mathematics**

**4.4.2 Certificate in Business Management**

**4.4.3 Certificate in Marketing**

**AND**

**THAT the Board of Governors receive the following item on the Consent Agenda for information:**

**4.5 KSA Student Fees 2017-2018**

**5. Progress Update:  
Draft Policy and  
Procedure SR14,  
Sexual Violence &  
Misconduct**

Jane Fee provided a progress update on the draft Policy and Procedure SR14, Sexual Violence and Misconduct for information and noted that the policy will be presented to the Board Governance Committee for consideration and recommendation to the Board at its next meeting on April 12, 2017.

Chair, Hanne Madsen confirmed that in order to meet the policy implementation deadline set out by the provincial government, the final policy and procedure SR14, Sexual Violence and Misconduct must be approved on or before May 18, 2017. As the next Board Meeting is scheduled on May 24, 2017 after the deadline, the Board of Governors will consider the Board Governance Committee's recommendation by way of an electronic vote following the committee's meeting on April 12, 2017.

**6. Finance Committee  
Report**

***6.1 Committee Chair Report***

Doug Beaton advised that the items discussed at the meeting are included on the Agenda.

***6.2 Revisions to Board Bylaw 1, Insurance & Indemnification***

**Motion #23-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve revisions to Bylaw 1, Insurance and Indemnification for Governors and Officers to reflect accurate Insurance coverage and Indemnity language for Governors and Officers as recommended by the Board Finance Committee.**

### ***6.3 Teaching & Learning Initiative – Digital Ready Classrooms***

Jon Harding highlighted the Teaching & Learning Initiative capital request for the 2017/18 fiscal year to upgrade classrooms to support current technologies across all campus.

Mr. Harding also advised that development of Capital Plan was delayed due to the Federal Government's Special Investment Fund application process and will be presented for Board consideration shortly.

#### **Motion #24-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve, subject to funding availability, the allocation of \$800,000 to the Digital Ready Classroom Upgrade project as recommended by the Board Finance Committee.**

### ***6.4 Lifecycle Management Partnership Proposal***

Jon Harding advised that the 3-year Lifecycle Management partnership proposal and capital request to supply new computing devices and remove outdated devices will ensure our technology is current and position KPU for the future.

#### **Motion #25-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve, subject to funding availability, the allocation of \$1.85 million to the Lifecycle Management Partnership project for computing devices at KPU as recommended by the Board Finance Committee.**

### ***6.5 Maple Leaf Education North America (MLENA)***

Dr. Salvador Ferreras outlined the proposed strategic partnership with Maple Leaf Education North America (MLENA) and the international marketing opportunity aimed at enhancing KPU's international reputation, solidifying the Chinese international student stream to KPU and mitigating the risks to international student revenue. The intention is to establish a long term relationship with MLENA and the lease and services agreement will facilitate the establishment of a Maple Leaf University School on the Richmond Campus for a three-year pilot. MLENA has advised that in the long term their goal is to identify and construct a standalone facility in Richmond.

Dr. Ferreras also noted that regular meetings would be held with MLENA to explore future opportunities and discussions with Thompson Rivers University (TRU), the first MLENA high school in Canada, will be ongoing.

The Chair, Hanne Madsen stated that the Board of Governors received letters from the Kwantlen Faculty Association (KFA), Members of the Biology Department and the Kwantlen Sustainable Agriculture Student Association outlining concerns regarding the partnership proposal.

The Chair, Hanne Madsen, recognized Tanvir Singh, VP, Student Services of the KSA, and invited him to address the Board. Mr. Singh advised that the KSA passed a resolution expressing its concerns and opposition to the proposal. President Davis confirmed that no members of administration were invited to the KSA meeting and given an opportunity to answer questions, provide further information or address student concerns.

The Chair, Hanne Madsen, recognized Bob Davis, President of the Kwantlen Faculty Association, and invited him to address the Board. Mr. Davis outlined the KSA concerns that KPU has not adhered to Policy GV8, Memorandum of Understanding/Letter of Intent and that the question of whether it is in the public interest for a publically-funded institution to lease space to a private, for profit company that does not provide direct-service to KPU had not been fully discussed with KPU stakeholders. Mr. Davis acknowledged that President Davis provided a response to the letter advising that KPU has fulfilled its obligations under GV8 and is in compliance with the policy. Mr. Davis advised that KFA's view of non-compliance remains and that more consultation is required.

Dr. Davis advised that Policy GV8 was established in 2010 to establish a review and approval process for Memorandums of Understanding and Letters of Intent. The policy is scheduled for review.

Dr. Ferreras confirmed that he has discussed the proposal with the Ministry of Education, Ministry of Advanced Education and the Ministry of Jobs, Tourism and Skills Training and that awareness of Maple Leaf Education Systems and receptivity to the proposal was indicated. The Richmond School District has also been consulted and is also receptive to the idea, as is the City of Richmond. Based on these discussion, the impact on the KPU brand appears to be positive and will be monitored over the course of the pilot.

Lengthy discussion ensued regarding additional concerns including classroom and lab space constraints in Richmond, reputational risk, use of university property, adherence to the KPU policies and values, risks and mitigation strategies and need for better communication and consultation. It was also noted that other submissions were made to administration expressing concerns about the project and that meetings were held. In response to the concern regarding MLENA adherence to KPU policy, it was confirmed that a clause in the Lease Agreement will lay out MLENA's responsibilities to comply with all KPU policies.

It was acknowledged that this proposal requires a strategic decision which is aligned with KPU's Strategic Plan and with KPU's International Plan and recognizes funding constraints, financial sustainability and the need to

establish portals for international student recruitment. The operational issues and the need to revisit the consultation process have been clearly identified and need to be addressed.

The next steps were outlined and it was confirmed that communication with the university community would continue. Additionally, as the proposal is operationalized, more complete information will be provided to the individuals and groups impacted by requisite changes at the Richmond campus through consultation.

It was also noted that KPU recently attended, the by-invitation-only, Maple Leaf Education Recruitment Fair in China for the first time and received a positive response and numerous applications from prospective students.

Board members and invited speakers were thanked for their thoughtful and respective dialogue on this important decision.

**Motion #26-16/17**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Maple Leaf Education North America strategic partnership opportunity, subject to the negotiation and approval by the Board of Governors of a lease and service agreement between KPU and Maple Leaf Education North America, and subject to KPU obtaining any necessary Ministerial approvals, as recommended by the Board Finance Committee.**

***6.6 Revision to Bylaw No. 4, Fees***

Jon Harding advised that the 2017/18 Draft Budget has been built on the assumption of a 2% increase in domestic and international tuition.

Dr. Jane Fee presented the recommendation that the fee for appeals be standardized for all types of appeals in line with the current fee of \$25.00 for Grade Appeals. Dr. Fee also noted that the Kwantlen Student Association (KSA) has a bursary fund available to provide financial assistance to students for appeals.

Discussion followed and it was noted that not all students are aware of the bursary. To ensure students are not prevented from filing an appeal due to cost, it was recommended that the costs for appeals be reduced to \$15.00.

**Motion #27-16/17**

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

**MOVED AND SECONDED THAT the fee for Appeals be reduced from the current \$25.00 to \$15.00.**

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

### ***6.7 Draft 2017/18 University Budget***

Jon Harding confirmed that the 2017/18 University Budget was endorsed by the Senate Standing committee on Budget and Senate.

The Chair, Hanne Madsen thanked Jon Harding, the Finance team and the many other people and groups involved in developing the budget.

#### **Motion #28-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve the 2017/18 University Budget as recommended by the Board Finance Committee.**

### ***6.8 Horizon Landscaping Contract***

Jon Harding highlighted the optional renewal for the Landscape Service Contract with Horizon Landscaping Contractors Inc. and advised that the additional costs for snow removal this year were covered by the contingency.

It was also noted that the supplier did a tremendous job ensuring that KPU was only closed one day. It was also confirmed that repairs to the parking lots will be done over the new few months.

#### **Motion #29-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve the optional renewal for the Landscape services contract with Horizon Landscape Contractors Inc. ("Horizon") with the contract value of \$1,367,274.62 over the contract term.**

## **7. Governance Committee Report**

### ***7.1 Committee Chair Report***

Hanne Madsen advised that the items discussed at the committee meeting are on the Agenda.

### ***7.2 2017/18 Mandate Letter for Public Post-Secondary Institutions***

Alan Davis advised that all Board members are required to sign the 2017/18 Mandate Letter for Public Post-Secondary Institutions acknowledging, both individually and collectively, their statutory obligations to act in the best interests of KPU and affirm as Board Members to take into account the Taxpayer Accountability Principles in exercising their duties. Board member who do not wish to sign the letter they must write Ms. Sandra Carroll, Deputy Minister, Ministry of Advanced Education.

Dr. Davis also noted that minor changes were made based on the feedback received by the Ministry following circulation of the consultation draft of the 2017/18 Mandate Letter.

Hanne Madsen confirmed that KPU was granted a deadline extension for submission following the March 29, 2017 Board meeting.

### ***7.3 Policy AC13, Qualifications for Faculty Members***

#### **Motion #30-16/17**

**MOVED SECONDED AND CARRIED THAT the Board of Governors approve the decoupling of the current Policy (table), “Minimum Qualifications – Faculty Positions” from Policy AC13, as recommended by the Board Governance Committee.**

### ***7.4 2017/2018 Board Meeting Schedule***

The 2017/18 Board Meeting Schedule was received.

### ***7.5 Governance Retreat***

Alan Davis advised that, following consultation with the Senate Governance Committee and Senate, the 2017 Governance Retreat is proposed for Monday, June 26, 2017. The Senate meeting will follow the Governance Retreat.

Jordan Tinney, Superintendent/CEO of the Surrey School District and Jan Unwin, Superintendent of Graduation and Student Transitions with the Ministry of Education are available to attend as keynote speakers. The event will also include workshops and provide an opportunity for members of the Board and Senate and its committees to meet.

Board members concurred with the date and it was confirmed that invitations will be sent to invitees.

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| <b>8. Governor Professional Development - CUFA BC University Governance Conference</b> | Suzanne Pearce provided a summary of the Governor Professional Development - CUFA BC University Governance Conference she attended in March. The event was held in Vancouver with scholars of university governance and Faculty in attendance. UBC President & Vice Chancellor, Santa Ono was also in attendance. |
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<b>9. President’s Report</b>	<b><i>9.1 Report to the Board</i></b>
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Alan Davis advised that the President’s Report is included in the Report to the Board of Governors. Dr. Davis noted that the Report to the Board of Governors is a compilation of submissions from the university community and reflects the significant levels of activity at KPU.

<b>10. Provost’s Report</b>	<b><i>10.1 Report to the Board</i></b>
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Salvador Ferreras advised that the Provost’s Report is included in the Report to the Board of Governors and noted that his report highlights the meetings, conferences and events he has attended since November 23, 2017.

## ***10.2 Three Civic Plaza Update***

Salvador Ferreras provided an update on the Three Civic Plaza campus and confirmed that development is on schedule for a January 2018 start of classes. Dr. Ferreras noted that the building is progressing, the design phase is underway and programming is understood. The campus will also feature a testing center and an Innovation Floor.

Dr. Ferreras also confirmed that this central location and proximity to skytrain is already raising KPU's profile in the community. Partnering opportunities with Surrey and others are being identified. There is also a lot of enthusiasm from faculty and staff.

Jon Harding confirmed that the decision to also purchase the fifth floor versus entering into a lease agreement was made as the requisite funds were available. Move in is projected for late Fall once the occupancy permit is obtained.

### **11. Vice President, Finance & Administration Report**

#### ***11.1 Report to the Board***

Jon Harding advised that the VP, Finance & Administration's Report is included in the Report to the Board of Governors.

### **12. University Secretary's Report**

#### ***12.1 Update on the Board Budget as at March 20, 2017***

Keri van Gerven advised that invitations will be sent to the Board for Spring Convocation scheduled from May 30, - June 2, 2017. Seven ceremonies will be held over the four days.

Keri van Gerven highlighted the University Secretary's Report providing a snapshot of the year to date 2016/17 Board Budget.

#### ***12.2 Board of Governors Elections – 1 Faculty Member and 2 Students***

Keri van Gerven confirmed that Marc Kampschuur was acclaimed as a Faculty Representative on the Board of Governors for a three year term beginning September 1, 2017. The election for two student Board Members will be held April 3 to 6, 2017.

### **13. Senate Reports: January 30, 2017 and February 27, 2017**

Alan Davis advised that the Senate Reports for January 30, 2017 and February 27, 2017 were included in the meeting package.

### **14. Issues and Concerns**

No issues or concerns were identified.

### **15. Next Meeting Agenda Contribution**

Board members were asked to send contributions for the next meeting agenda to Keri van Gerven two weeks in advance of the meeting.



**16. For the Good of the Order**

- The Kwantlen Faculty Association (KFA) Multi–Media Art Awards Gala is being held on March 30, 2017 in the Surrey Campus Main Building Atrium from 6:00 pm - 9:00 pm.
- Congratulations to Dr. Davis and to the many members of the university community involved with KPU Day.
- The Wilson School of Design Fashion Shows are being held on April 5 & 6, 2017.

**17. Feedback on the Meeting**

Appreciation was expressed for the handling of the discussions regarding the MLENA.

**18. Appendix:**

***18.1 Report to the Board of Governors***

The Report to the Board of Governors was received.

**19. Next Meeting**

Wednesday, May 24, 2017 at the Surrey Campus, Cedar Boardroom 2110 at 4:00 pm.

Board members wishing to attend a meeting via videoconference or teleconference are asked to notify Keri van Gerven or Maggie MacKenzie well in advance of the meeting so that the set up can be completed and the technology tested prior to the start of the meeting.

**20. Adjournment**

The meeting adjourned at 6:27 pm.

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**Board Chair**