

**Present: Board**

Douglas Beaton  
Samuel Baroi  
Akash Bhullar  
Sandra Case / Chair  
Farhad Dastur  
Alan Davis / President & Vice  
Chancellor  
Shelly Hill  
Amos Kambere  
Marc Kampschuur  
Hanne Madsen  
Mohammed Mahabub  
Kim Rose

**University Vice Presidents**

Salvador Ferreras / Provost & VP Academic  
Marlyn Graziano / VP, External Affairs  
Jon Harding / VP, Finance & Administration

**Presenters and University Resources**

Betty Hoang / Senior Business Advisor & Internal Auditor  
Adam Jaffer / Manager, Organizational Risk  
Maggie MacKenzie / Confidential Assistant, Board of  
Governors  
Lori McElroy / Executive Director, Institutional Analysis &  
Planning  
Joe Sass / Executive Director, Financial Services  
Abby Thorsell / AVP, Human Resources  
Keri van Gerven / University Secretary & Confidential  
Assistant to the President & Vice Chancellor

**Regrets:** Michael McAdam  
George Melville / Chancellor  
Amandeep Singh

**1. Call to Order**

The Chair called the meeting to order at 4:05 pm. The Chair also introduced Samuel Baroi, Akash Bhullar, Farhad Dastur, Shelly Hill and Amos Kambere who have recently joined the KPU Board of Governors and welcomed Guests.

The Chair thanked Lekeyten, KPU Elder in Residence, for his welcome to the shared traditional territories of the Kwantlen, Katzie, Semiahmoo, Coast Salish People and Tsawwassen First Nations.

**2. Approval of Agenda**

**Motion #01-18/19**

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

**3. Consent Agenda**

**Motion #02-18/19**

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

**3.1 Minutes of the June 27, 2018 Regular Board of Governors Meeting  
AND**

**receive the following items on the Consent Agenda:**

**3.2 HSBC Global Asset Management Investment Compliance Report &  
Portfolio Review**

**3.3 RBC Dominion Security Investment Adherence Report & Portfolio  
Report**

**3.4 Major Maintenance & Rehabilitation (MM&R) Capital Project List**

#### **4. Board Finance Committee Report**

##### **4.1 Committee Chair Report**

Committee Chair Doug Beaton advised that the committee reviewed the HSBC Global Asset Management Investment Compliance Report and Portfolio Review and the RBC Dominion Security Investment Adherence Report and Portfolio Review that were included on the Consent Agenda. The committee also reviewed a draft of the Investment Policy/Procedure and received an update on the status of amendments to the Procurement and Signing Authority Policies/ Procedures. Other items considered by the committee are included on the Agenda.

*Shelly Hill joined the meeting.*

##### **4.2 Statement of Financial Information (SOFI) – Public Bodies Report**

Joe Sass highlighted the Statement of Financial Information (SOFI) – Public Bodies, which is a report that is required under the *Financial Information Act*.

##### **Motion #03-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Statement of Financial Information (SOFI) – Public Bodies Report as at March 31, 2018 for submission to the Ministry of Advanced Education, Skills and Training as recommended by the Board Finance Committee.**

##### **4.3 Five-Year Capital Plan**

Jon Harding presented the Five-Year Capital Plan, which identifies KPU's priority projects for which the University is seeking provincial funding as well as internal funding.

##### **Motion #04-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve KPU's Five-Year Capital Plan submitted to the Ministry of Advanced Education, Skills and Training on August 16, 2018 as recommended by the Board Finance Committee.**

##### **4.4 First Quarter Financial Report (June 2018)**

Joe Sass presented the First Quarter Financial Report (June 2018) and noted that Fall semester data will be included in the Second Quarter Financial report.

#### ***4.5 Business and Travel Expense Policy / Procedure***

Joe Sass presented the Business Travel & Expense Policy and Procedure noting that the policy and procedure has been streamlined and expanded to include the Travel Risk Reduction Policy. Mr. Sass noted that other changes introduced to increase efficiency included the introduction of meal per diems following a one-year pilot.

##### **Motion #05-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the updated Business and Travel Expense Policy and Procedure as recommended by the Board Finance Committee.**

#### **5. Board Governance Committee Report**

##### ***5.1 Committee Chair Report***

Hanne Madsen advised that the committee had a preliminary discussion about VISION 2023 Key Performance Indicators (KPIs) and noted that the Appointment to the Search Advisory Committee for the VP, Academic & Provost is on the agenda.

##### ***5.2 Appointment to the Search Advisory Committee for the VP, Academic and Provost***

##### **Motion #06-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors appoint Akash Bhullar to serve as the student board representative on the Provost and Vice President, Academic Search Advisory Committee as recommended by the Board Governance Committee.**

##### ***5.3 Board Committee Chairs***

Hanne Madsen presented the recommendation that an exception to the Board Governance Manual be approved, which would allow Sandra Case to remain Chair of the Human Resources Committee and her to remain Chair of the Governance Committee in recognition of their respective backgrounds and areas of expertise. This decision would also allow Michael McAdam, Board Vice Chair, to continue as a member of the Finance and Audit committees, which also aligns with his experience and expertise.

##### **Motion #07-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve an exception to the Board Governance Manual to allow Sandra Case to remain chair of the Human Resources Committee and Hanne Madsen to remain chair of the Governance committee, as recommended by the Board Governance Committee.**

## **6. President's Report**

### **6.1 Report to the Board**

Alan Davis stated that the President's Report was included in the Report to the Board.

Dr. Davis advised that registration for the Fall term was well managed, and although there were reductions, wait lists remain. Discussions with local MLAs on KPU's student full time equivalent funding also continue.

British Columbia's Minister of Agriculture, Lana Popham attended the opening of KPU's new research farm and seed lab located on the Garden City lands in Richmond. This farm and lab received funding from the provincial and federal governments as well as from partners in the organic seed industry and raised by KPU itself.

## **7. Provost's Report**

### **7.1 Report to the Board**

Salvador Ferreras advised that the Provost & VP, Academic Report was included in the Report to the Board.

Dr. Ferreras noted that it was a busy summer with the launch of VISION 2023, the 2023 Academic Plan and building projects. KPU honored its contract with Saudi Arabia and letters were sent to students with government-funded scholarships advising them to comply with the directive from their government.

Dr. Ferreras also advised that he attended Mayor Heppner's State of the City Address and noted that KPU was recognized for its work with the Surrey Community Safety Office, its collaboration with the city and SFU to establish City Lab and for the launch of the Mechatronics and Advanced Manufacturing Technology program. Dr. Ferreras stated that he recently attended a large conference in Switzerland and is now working with several countries to develop partnerships in the areas of agriculture and design. He will also be travelling to Manila to a meeting hosted by the Commission for Higher Education of the Philippines to discuss joint venture and partnership opportunities.

## **8. Vice President, Finance & Administration**

### **8.1 Report to the Board**

Jon Harding advised that the Vice President, Finance & Administration Report was included in the Report to the Board.

Mr. Harding announced two new employees joining KPU: Reza Khakbaznejad, Chief Information Officer and Gino Pagliericci, Manager, Emergency Planning and provided an update on construction projects. Mr. Harding also advised that Finance has rolled out, and is providing training on, the new operating and capital budget process. In future, the capital and operating budget will be presented to the Board for approval at the same time.

- 9. Senate Report: June 25, 2018** Alan Davis advised that the Senate Report for June 25, 2018 prepared by David Burns, Senate Vice Chair was included in the meeting package. Dr. Davis also stated that the next Senate Meeting is scheduled for Monday, September 24, 2018.
- 10. Next Meeting Agenda Contribution** Board members were asked to send contributions for the next meeting agenda to Sandra Case at least two weeks in advance of the meeting.
- 11. For the Good of the Order** Nadia Rowe, Interim General Counsel and a member of the Executive was introduced and it was announced that Diane Purvey has joined the Kwantlen Polytechnic University Executive (PUE) as the Deans' representative.
- 12. Feedback on the Meeting** There was no additional feedback on the meeting.
- 13. Appendix:** ***13.1 Report to the Board of Governors***
- The Report to the Board of Governors was received and hard copies of the report were distributed to the Board.
- 14. Next Meeting** Wednesday, November 21, 2018 at the Langley Campus, Meeting Room 1030 at 4:00 pm.
- Dr. Davis noted that a tour of the Langley Campus could be arranged prior to the start of the Board Meeting if Board members are interested.
- Board members wishing to attend a meeting via videoconference or teleconference were 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.
- 15. Adjournment** The meeting adjourned at 4:55 pm.

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**Board Chair**