

**Present: Board**

Douglas Beaton  
Samuel Baroi  
Sandra Case / Chair  
Farhad Dastur  
Alan Davis / President & Vice Chancellor  
Amos Kambere  
Marc Kampschuur  
Mohammed Mahabub  
Amandeep Singh

**University Vice Presidents**

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

**Presenters and University Resources**

Laurie Clancy / AVP, Human Resources  
Jennifer Duprey / General Counsel  
Adam Jaffer / Manager, Organizational Risk,  
Organizational Risk Management  
Ranminder Kaur / Confidential Assistant to the  
Board of Governors  
Lori McElroy / Executive Director, Institutional  
Analysis & Planning  
Joe Sass / Executive Director, Financial Services  
Keri van Gerven / University Secretary &  
Confidential Assistant to the President & Vice  
Chancellor

**Regrets:** Akash Bhullar, Shelly Hill, Hanne  
Madsen, Michael McAdam, George  
Melville / Chancellor, Kim Rose

**1. Call to Order and  
Introductory Remarks**

The Chair called the meeting to order at 4:08 pm.

Congratulations were extended to Laurie Clancy on her appointment as AVP, Human Resources, and welcome to Sandy Vanderburgh as our incoming Provost & VP, Academic. The Chair thanked Dr. Salvador Ferreras, our departing Provost & VP, Academic for all his continued hard work and support to the university community and the Board.

**2. Approval of Agenda**

**Motion #19-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for May 22, 2019.**

**3. Consent Agenda**

**Motion #20-18/19**

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

**3.1 Minutes of the March 27, 2019, Regular Board of Governors Meeting  
AND**

**receive the following item on the Consent Agenda for information:**

**3.2. 2019-20 and 2020-21 Academic Year schedules.**

#### **4. Audit Committee Report**

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

Committee Chair, Doug Beaton advised that the Audit Committee met on March 12, 2019 and received updates from the Internal Auditor and received the KPMG Audit Findings report.

##### ***4.2 Draft Financial Statements for Year Ending March 31, 2019***

Mr. Jon Harding presented the draft Financial Statements for the Year ending March 31, 2019 and highlighted the Statement of Financial Position, Statement of Operations and Notes to the Financial Statements.

Members also reviewed the Management Discussion and Analysis (MD&A) which was circulated at the beginning of the meeting. Jon advised that the Financial Services has prepared the MD&A for the 2019 fiscal year to help the KPU community to understand KPU's financial health, and that the inclusion of the analysis in our annual financial report will bring KPU's accountability documentation up to business standard.

Mr. Harding advised the Board recommendation for the allocation of \$22 million of surplus funds from the 2018/19 fiscal year resulted from the significant increase in international enrolment. Mr. Harding noted that there is a risk of developing a dependency on revenue streams which are uncertain and inherently volatile. Mr. Harding also noted that, over the next few years, KPU will focus on improving financial stability and sustainability.

##### **Motion #21-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Draft Financial Statements for Year Ending March 31, 2019 as recommended by the Board Audit Committee.**

##### ***4.3 Reappointment of the External Auditor***

##### **Motion #22-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors re-appoint KPMG as External Auditor as recommended by the Board Audit Committee.**

#### **5. Finance Committee Report**

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

Committee Chair, Doug Beaton advised that the Finance Committee met on March 12<sup>th</sup>, 2019 and received an update on the budget development timeline for 2020/21, which is on the agenda.

##### ***5.2 Budget Development Timeline for 2020/21***

Mr. Jon Harding advised that Financial Services recommends aligning the 2020/21 budget development process with a set of budget tenets, developed using feedback received from the University community throughout the 2019/20 budget development process. Tenets will include concepts such as predictability for faculties and students, budgeting to the lower band of international sensitivity, and maintaining international tuition revenues despite operational challenges.

Discussion followed and it was noted that the timeline presented is a draft to provide targets and benchmarks for the upcoming budget process. Members also noted that enrolment targets must be established, communicated and adhered to, in order to provide prolonged revenue predictability, which is a critical component of a multi-year budget.

## **6. Governance Committee Report**

### **6.1 *Committee Chair Report***

Committee Vice Chair, Amos Kambere, advised that the items considered by the Committee on May 1, 2019 are on the Agenda.

### **6.2 *AC3 Program Review Policy and Procedure***

Dr. Lori McElroy advised members that the AC3 Program Review policy has been revised in preparation for the audit of KPU's quality assurance processes that will be conducted in 2019/2020 which required a clear policy on program review.

Members noted that the Senate Standing Committee on Program Review, appraised the comments received on the AC3 Program Review Policy from various stakeholders. Following consultation, minor edits were made to the AC3 Program Review Policy and Procedures.

It was noted that the revised AC3 Program Review Policy and Procedures has the endorsement of the Senate, and a motion was carried at its meeting on February 25<sup>th</sup>.

#### **Motion #23-18/19**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve AC3 Program Review as recommended by the Board Governance Committee.**

### **6.3 *Vice President, Students Search***

Dr. Alan Davis reported that the search and appointment process for the VP, Students is expected to take the best part of this calendar year. A general timeline will see meetings scheduled for early summer and into fall 2019 and that the plan is to have someone on board by January 2020. Dr. Davis advised that a recruiter would be engaged to assist in the search. Members noted that Dr. Steve Cardwell will be taking over the role of interim Vice President, Students alongside his role as AVP, Academic.

Dr. Davis advised that our community Board member, Amos Kambere will be a representative on the Search Advisory Committee. It was noted that Ms. van Gerven will contact incoming student Board members to ask whether they would be interested in being on the Search Advisory Committee.

**7. Human Resources  
Committee Report**

**7.1 *Committee Chair Report***

Committee Chair, Sandra Case, advised that the Human Resources Committee scheduled for April 24, 2019 was deferred as there was no quorum.

**8. President's Report**

**8.1 *Report to the Board***

Dr. Davis advised that the President's Report was included in the Report to the Board of Governors and noted the significant number of activities around KPU featured in the report.

Dr. Davis highlighted a number of events and activities including KPU Day, Spring Leadership Forum, the Annual conference of Polytechnics Canada and the Science Rendezvous.

Dr. Davis reported that postsecondary institutions have received a letter from Universities Canada asking institutions to join the pilot program Dimensions: Equality, Diversity and Inclusion Canada which is seeking to address systemic barriers, particularly those experienced by members of underrepresented or disadvantaged groups.

Dr. Davis noted that he will discuss the letter from Universities Canada at the Senate meeting on May 27, 2019 and ask them to endorse the program's Charter and its principles.

**9. Provost's Report**

**9.1 *Report to the Board***

Dr. Salvador Ferreras advised that the Provost and VP, Academic Report was included in the Report to the Board of Governors.

Dr. Ferreras highlighted a number of events and activities including the 5<sup>th</sup> Annual Symposium on Cybersecurity Digital Forensics, School of Horticulture Scholarship and Awards Ceremony, Wilson School of Design Fashion Show and Open Doors-Open Minds.

Dr. Ferreras also provided an update on the GV9 proposal for the discontinuance of the Faculty of Academic and Career Advancement which will be presented to Senate on May 27 for a recommendation to the Board. Subsequently, the proposal will be brought for the consideration of the Board at the next Board meeting on June 26, 2019.

**10. Vice President,  
External Affairs  
Report**

**10.1 *Report to the Board***

Marlyn Graziano advised that the Vice President, External Affairs Report was included in the Report to the Board of Governors. Ms. Graziano highlighted a number of events including:

- 2019 School of Horticulture Scholarships and Awards Celebrations
- BC Tech Summit
- Meeting with MLS South Surrey
- Surrey Board of Trade breakfast meeting

- Surrey Board of Trade Women in Business Awards
- Delta Chamber of Commerce AGM
- Cloverdale Chamber of Commerce Business Excellence Awards

**11. Vice President,  
Finance &  
Administration's  
Report**

**11.1 *Report to the Board***

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

Mr. Harding advised members that a number of trees in the Surrey Campus forest were removed/cut down in 2018-19 as this was a safety and security issue. It was noted that proper protocols were followed and that KPU management will continue to provide a safe environment for our students and staff.

Mr. Harding noted that members of the KPU community have raised concerns about communication related to these types of decisions. Mr. Harding advised that with the development of the Campus Master Plan, a consultative process of all KPU property will be uploaded on the website providing information and full transparency.

**Action Item:**

Following discussion, it was noted that this was on the agenda for discussion at the Senate meeting on May 27, 2019. Detailed information will be provided to members of the Board via email to keep them informed of the resolution.

**12. Senate Reports:  
March 25, 2019 and  
April 29, 2019**

Dr. Davis advised that the Senate Reports for March 25 and April 29, 2019 was prepared by David Burns, Senate Vice-Chair and was included in the meeting package.

**13. Next Meeting Agenda  
Contribution**

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

**14. For the Good of the  
Order**

There were no additional items identified.

**15. Feedback on the  
Meeting**

There was no additional feedback on the meeting.

**16. Appendix:**

**16.1 *Report to the Board of Governors***

The May 2019 Report to the Board of Governors was received and hard copies of the report were distributed to the Board.

The Chair expressed her thanks to Caroline Lillico in the President's Office for her hard work in the development of the Report for each meeting.

**17. Next Meeting**

Wednesday, June 26, 2019 at the Richmond Campus, Wilson Room 4900 at 4:00 pm.

**18. Adjournment**

The meeting adjourned at 4:57 pm.

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**Board Chair**