



**Present: Board**

Sandra Case / Chair  
Rhiannon Bennett  
Alan Davis / President & Vice Chancellor  
Samantha Jack  
Amos Kambere  
Taylor Lanthier  
Hanne Madsen  
Mohammed Mahabub  
Michael McAdam  
Kim McGill

**University Vice Presidents**

Steve Cardwell / Interim VP, Students  
Marlyn Graziano / VP, External Affairs  
Jon Harding / VP, Finance & Administration  
Sandy Vanderburgh / Provost & VP, Academic

**Presenters and University 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 & Executive  
Assistant to the President & Vice Chancellor

**Regrets:** Douglas Beaton, Farhad Dastur, Marc  
Kampschuur, George Melville / Chancellor  
Amandeep Singh

Laurie Clancy / AVP, Human Resources

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

The Chair called the meeting to order at 4:02 pm. The Chair introduced Rhiannon Bennett, Samantha Jack and Taylor Lanthier who recently joined the KPU Board of Governors and welcomed guests in attendance.

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 #01-19/20**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for October 2, 2019.**

**3. Consent Agenda**

**Motion #02-19/20**

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

**3.1 Minutes of the June 26, 2019, Regular Board of Governors Meeting  
AND**

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

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

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

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

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

Committee Chair, Mr. McAdam advised that the Audit Committee met on September 17, 2019 and received updates on Enterprise Risk Management, and internal audit. Mr. McAdam noted that the Committee also discussed the HR24 Protected Disclosure Policy revised draft.

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

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

Committee Chair, Mr. McAdam advised that the Finance Committee reviewed the HSBC Global Asset Management Investment Compliance Report and Portfolio Review and the RBC Dominion Security Investment Adherence Report and Portfolio Review were included on the Consent Agenda. The committee received an update on the status of amendments to the GV4 Signing Authority Policy, FM5 Business and travel Expense Procedures and Cash Acceptance Policy. Other items considered by the committee are included on the Agenda.

##### **5.2 Executive Statement of Financial Information (SOFI) Public Bodies Report as at March 31, 2019**

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

##### **Motion #03-19/20**

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

##### **5.3 Five Year Capital Plan**

Mr. 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 #04-19/20**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Five Year Capital Plan for the period 2020/21 to 2024/25 submitted to the Ministry of Advanced Education, Skills and Training as recommended by the Board Finance Committee.**

##### **5.4 FM2 Investment Policy and MOU**

Mr. Sass presented KPU's Investment Policy and advised that the policy and procedure has been updated to allow for a broader range of investment opportunities. The proposed policy intends to combine both FM2, Management and Investment of Operating Funds / Investment Policy Statement and Strategies, and FM3, Investment of Endowment Funds, to

provide enhanced investment opportunities for the strategic investment of KPU's funds.

Mr. Sass advised that the updated Investment Policy is in line with that of the KPU Foundation Board, with the intention of having the Foundation Investment Committee advise and guide KPU's investments through a Joint KPU/Foundation Investment Advisory Committee. This will allow KPU to leverage the expertise of the Foundation Board Investment Committee. Additionally, a Memorandum of Understanding concerning the Joint Investment Advisory Committee has been developed between KPU and the Foundation Board.

Mr. Sass noted that the policy and related procedures completed its 6-week public posting period on KPU's Policy Blog with no comments received from the University Community.

**Motion #05-19/20**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the revised Investment Policy and related Procedures as recommendation by the Board Finance Committee.**

**6. Governance  
Committee Report**

**6.1 *Committee Chair Report***

Committee Chair, Ms. Madsen, advised that the Governance Committee met on September 11, 2019 and had a preliminary discussion about VISION 2023 Key Performance Indicators (KPIs) and the Board composition and succession plan. The committee received noted Code of Conduct declarations executed by new board members.

**7. Human Resources  
Committee Report**

**7.1 *Committee Chair Report***

Committee Chair, Ms. Case, advised that the Human Resources Committee met on September 12, 2019 and received an update on the employee engagement program.

**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 advised that enrollment for the Fall term was down as KPU intentionally cancelled the intake for certain courses. It was noted that International enrollment was also down significantly. This was also by design as intake was suspended for a couple of semesters. Members noted that the interim VP, Students has been working to secure MoUs with other countries to diversify our international student population.

Dr. Davis noted that he presented on the topic of 'Creativity' in the opening session of the Arts Speaker Series. He also reported that the joint Board/Senate Governance Retreat was well attended. Members were engaged and enjoyed the keynote address by Peter McKinnon.

## **8.2 The Alliance for Sustainability Leadership in Education (EAUC) letter**

Dr. Davis advised that a key goal of Vision 2023 is to address matters of environmental sustainability and this is achieved through the Environmental Sustainability committee, through diverse programming, and through student and employee engagement, including the KSA.

Dr. Davis noted that a KPU Faculty member brought forward the opportunity for KPU itself to add its voice via the Alliance for Sustainability Leadership in Education (EAUC) by signing the letter by EAUC. In doing so, KPU will join universities from around the world in calling for action, and also to committing to strive towards becoming a carbon neutral organization in the future.

Following discussion, members were in agreement that KPU should sign the letter as it fits with KPU's strategic plan for sustainability and signing the letter will simply reinforce that goal.

## **9. Provost's Report**

### **9.1 Report to the Board**

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

Dr. Vanderburgh advised that offering high quality programing continues to be a key priority for KPU and in December the program quality review processes will undergo a review by the Ministry's Quality Assurance Process Audit.

Dr. Vanderburgh noted that a number of important searches for KPU are in progress including the Vice President, Students, the Dean of Academic and Career Advancement and the Dean of the Wilson School of Design.

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

### **10.1 Report to the Board**

Ms. 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:

- Tour of KPU Civic Plaza with MLAs Stephanie Cadieux, Jas Johal and Ben Stewart
- Tour of KPU Langley and meeting with the Hon. Melanie Mark, Minister of Advanced Education and Skills training with President Davis
- KPU President's; Community Advisory Committee meetings with President Davis
- Long Table Dinner with Downtown Surrey Business Improvement Association sponsored by KPU.

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

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

<b>Administration's Report</b>	Mr. Harding advised that the Vice President, Finance and Administration Report was included in the Report to the Board of Governors.
<b>12. Senate Report: June 24, 2019</b>	<p>Dr. Davis advised that the Senate Report for June 24, 2019 was prepared by Dr. David Burns, Senate Vice-Chair and was included in the meeting package.</p> <p>The Chair noted that new members should at least attend one of the Senate meetings which is held on fourth Monday of each month at 4:00pm at KPU Surrey Campus and commented that if they wish to attend to advise Ms. van Gerven in advance of the meeting.</p>
<b>13. Next Meeting Agenda Contribution</b>	Board members were asked to send contributions for the next meeting agenda to Ms. van Gerven at least two weeks in advance of the meeting.
<b>14. For the Good of the Order</b>	Ms. van Gerven advised that Convocation is scheduled for October 8 and October 9, 2019. Board members were asked to contact Ms. van Gerven if they are able to attend.
<b>15. Feedback on the Meeting</b>	There was no additional feedback on the meeting.
<b>16. Appendix:</b>	<p><b>16.1    <i>Report to the Board of Governors</i></b></p> <p>The October 2019 Report to the Board of Governors was received and hard copies of the report were distributed to the Board.</p>
<b>17. Next Meeting</b>	Wednesday, December 4, 2019 at the Langley Campus, Room 1030 at 4:00 pm.
<b>18. Adjournment</b>	The meeting adjourned at 4:43 pm.

---

**Board Chair**