

Present: Board

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

University Vice Presidents

Steve Cardwell / VP, Students
Laurie Clancy / AVP, Human Resources
Marlyn Graziano / VP, External Affairs
Joe Sass / Interim VP, Finance & Administration
Sandy Vanderburgh / Provost & VP, Academic

Presenters and University Resources

Jennifer Duprey / General Counsel
Ranminder Kaur / Confidential Assistant to the Board of Governors
Gerard Laverty / Instructor, Farrier Program, Faculty of Trades and Technology
Lori McElroy / AVP, Planning and Accountability
Brian Moukperian / Dean, Faculty of Trades and Technology
Keri van Gerven / University Secretary & Executive Assistant to the President & Vice Chancellor

Regrets: Amandeep Singh

1. **Call to Order and Introductory Remarks** The Vice Chair called the meeting to order at 4:03 pm.
2. **Conflict of Interest** No other conflict of Interest was declared.
3. **Approval of Agenda** Motion #18-19/20
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for April 1, 2020.
4. **Consent Agenda** Motion #19-19/20
MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following items on the Consent Agenda:
 - 4.1 Minutes of the February 5, 2020, Regular Board of Governors Meeting.
 - 4.2 Full Program Proposal: Certificate in Farrier Science.
 - 4.3 Updated FM2 Joint Investment Advisory Committee Memorandum of Understanding (MoU) and Terms of Reference (ToR).
 - 4.4 Recurring Procurements Greater than \$200,000.

5. Audit Committee Report

5.1 Committee Chair Report

Committee Chair, Mr. McAdam advised that the Audit Committee met on March 10, 2020 and received an update on the internal audit, an update on business engagement activities and reviewed the Audit Committee Terms of Reference.

6. Finance Committee Report

6.1 Committee Chair Report

Committee Chair, Mr. McAdam advised that the Finance Committee met on March 10, 2020 and reviewed the Finance Committee Terms of Reference and other items considered by the committee were included on the agenda.

6.2 Draft Board Response to Senate 2020-21 Budget Recommendations

The Board received the Draft response to the Senate 2020-21 Budget recommendations for consideration. It was noted that in previous years the Finance Committee Chair or Vice Chair has attended an upcoming Senate meeting to present the response on behalf of the Board. However, given that the Senate meeting will be held virtually in April, the Board response to the Senate 2020/21 budget recommendations will be added to the Senate package and either Dr. Davis or a member of the Management Team from Financial Services will present the response.

Motion #20-19/20

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the draft Board Response to Senate regarding the 2020/21 Budget Recommendations as recommended by the Board Finance Committee.

7. Governance Committee Report

7.1 Committee Chair Report

Committee Vice Chair, Mr. Amos, advised that the Governance Committee met on March 4, 2020 and reviewed the Governance Committee Terms of Reference and other items considered by the committee were included on the agenda.

7.2 VISION 2023 Key Performance Indicators (KPIs) – Mid-year update

Dr. McElroy presented the mid-year update and commented that the benchmarks are based on institutions with a program mix similar to KPU's: Capilano University, Douglas College, University of the Fraser Valley, Langara College, Thompson Rivers University, and Vancouver Island University. Benchmark data is provided for ten metrics in both a graph and a table format. Data for each benchmark institution is reported, as well as KPU's. Ministry targets are also included. The survey data is based on surveys of graduates conducted on behalf of BC Stats. There are usually three sources, depending on the program credential: degree (BGS), diploma or certificate (DACSO) and apprentice (APPSO).

Dr. McElroy noted that the draft Accountability report will be presented to the Board in June and commented that the benchmark data from other

institutions will not be available until each institution's Accountability Plan and Report is approved by the Ministry and made public, which happens sometime in the fall. This determines the timing of the mid-year report.

8. Human Resources Committee Report

8.1 Committee Chair Report

Committee member, Mr. Amos, advised that the Human Resources Committee met on March 19, 2020 and reviewed the Human Resources Committee Terms of Reference and other items considered by the committee were included on the agenda.

Ms. Case joined the meeting.

9. President's Report

9.1 Report to the Board

Dr. Davis commented that a lot of communication has gone out to various KPU communities in order to update them on the COVID-19 pandemic.

Dr. Davis mentioned that Dr. David Florkowski has been appointed as the Special Advisor to the President on COVID-19 for the duration of the crisis. He has developed a comprehensive set of web resources which is regularly updated.

Dr. Davis noted that the administrative team shifted quickly to maintaining social distancing from each other and to working from various campuses. Using a variety of tools, all scheduled meetings now take place virtually.

Members noted that the Spring convocation has been cancelled. Libraries are still open to provide a study space for our students.

Dr. Davis commented that he is inspired by the dedication and resilience of all of our employees as they focus on getting students through to the end of this semester.

10. Provost's Report

10.1 Report to the Board

Dr. Vanderburgh advised that an enormous effort has been made by the instructors when it comes to teaching and learning in order to finish the Spring semester. It has been hard but we have managed to move most of the courses online.

Dr. Vanderburgh noted that the staff are working to provide guidance to the students on the AE grade option and have also extended the voluntary withdrawal deadline.

It was also noted that the planning for the Summer semester delivery is underway.

11. Vice President, External Affairs Report

11.1 Report to the Board

Ms. Graziano advised that she and her team has been focusing on communicating effectively with the KPU community to keep students and staff informed as the situation continues to change on a daily basis.

Ms. Graziano noted that all campus events have been cancelled until July 2020.

**12. Vice President,
Students Report**

12.1 Report to the Board

Dr. Cardwell advised that all student services are running and that the staff are working hard to support students.

Ms. Madsen joined the meeting.

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

13.1 Report to the Board

Mr. Sass advised that the focus is on IT and Facilities so to keep the key services running such as Payroll and IT Services to help students and staff study and work remotely.

14. Senate Reports

Dr. Davis advised that the Senate Report for January 27, February 25 and March 23, 2020 was prepared by Dr. David Burns, Senate Vice-Chair and was included in the meeting package.

Dr. Davis noted that the Senate meeting was also held using the Microsoft Teams platform and it was a very effective meeting.

**15. Next Meeting Agenda
Contribution**

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.

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

Ms. Lanthier noted that she was accepted to do Law at UBC in the Fall.

**17. Feedback on the
Meeting**

Members acknowledged the collaboration between the senior executive team for working together on Covid-19.

Dr. Davis thanked Mr. Moukperian and Mr. Laverty as well as all the staff from the Faculty of Trades and Technology for their work on the Full program proposal for the Certificate in Farrier Science.

18. Next Meeting

Wednesday, May 27, 2020. Members noted that the meeting may be held virtually and this will be confirmed nearer the time.

19. Adjournment

The meeting adjourned at 4:38pm.

Board Chair