

**Present: Board**

Sandra Case / Chair  
Rhiannon Bennett  
Ivy Chen  
Farhad Dastur  
Alan Davis / President & Vice Chancellor  
Bob Davis  
Amos Kambere  
Mohammed Mahabub  
Rajvir Mangat  
Michael McAdam  
Kim McGill  
George Melville / Chancellor  
David Piraquive  
Jack Wong

**University Vice Presidents**

Steve Cardwell / VP, Students  
Laurie Clancy / AVP, Human Resources  
Tara Clowes / VP, Finance and  
Administration  
Marlyn Graziano / VP, External Affairs  
Sandy Vanderburgh / Provost & VP,  
Academic

**Presenters and University Resources**

Jennifer Duprey / General Counsel  
Candice Gartry / Interim Executive  
Director, Finance  
Brent Elliott / Director, Planning,  
Development and Sustainability  
Ranminder Kaur / Confidential Assistant to  
the Board of Governors  
Jaret Lang / Associate Vice President,  
Campus and Community Planning  
Lori McElroy / AVP, Planning and  
Accountability  
Keri van Gerven / University Secretary &  
Executive Assistant to the President & Vice  
Chancellor

**Regrets:** Amandeep Singh

- 1. Call to Order and Introductory Remarks** The Chair called the meeting to order at 4:04 pm. The Chair introduced Ivy Chen, Bob Davis, Rajvir Mangat, David Piraquive and Jack Wong who recently joined the KPU Board of Governors and welcomed guests in attendance.
- 2. Conflict of Interest** No other conflict of Interest was declared.
- 3. Approval of Agenda** **Motion #01-20/21**  
**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for September 30, 2020.**
- 4. Consent Agenda** **Motion #02-20/21**  
**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following item on the Consent Agenda:**  
**4.1. Minutes of the June 24, 2020 Regular Board of Governors Meeting.**  
**AND**  
**THAT the Board of Governors receive the following items for information:**

#### **4.2 KSA Annual Fee Change Letter - 2020-2021 Academic Year.**

#### **4.3 2021-22 and 2022-23 Academic Year Schedules.**

#### **4.4 Investment Account Update**

### **5. Audit Committee Report**

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

Committee Chair, Mr. McAdam advised that the Audit Committee met on September 30, 2020 and received an update on audit recommendations.

### **6. Finance Committee Report**

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

Committee Chair, Mr. McAdam advised that the item considered by the committee is included on the agenda.

#### **6.2 *Executive Statement of Financial Information (SOFI) Public Bodies Report as at March 31, 2020***

Ms. Gartry commented that the Board Governance Manual states that the Finance Committee has a responsibility to review all public reporting by KPU to ensure that it represents a complete, accurate, and balanced picture of KPU's performance and financial situation (Sec 11.4.4 (b)) and noted that the Finance Committee reviewed this at its meeting on September 15, 2020.

Ms. Gartry presented the Statement of Financial Information (SOFI) - Public Bodies Report as at March 31, 2020 for submission to the Ministry of Advanced Education, Skills and Training pursuant to *Financial Information Act*.

#### **Motion #03-20/21**

**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.**

#### **6.3 *Fiscal Year 2021/22 University Budget Planning***

Ms. Clowes commented that preparation for the fiscal year 2021/22 budget will focus on developing a budget that will maintain KPU's core teaching, learning, scholarship and service activities as far as possible.

Ms. Clowes mentioned that the intention is to prepare a budget for approval that is manageable within KPU's unrestricted accumulated surplus, and leaving enough funds to ensure business continuity for 2022/23.

Ms. Clowes noted that traditionally, administration has always presented a balanced annual budget, meeting the provincial Ministry of Advanced Education, Skills and Training mandate for balanced budgets. The COVID-19 global pandemic continues to significantly impact tuition and ancillary revenue streams across the BC post-secondary industry. The provincial ministry has indicated that post-secondary ongoing financial management

should be focused on ensuring any deficit can be covered by accumulated financial surpluses, with a view to recover financially at the end of the pandemic.

Ms. Clowes commented that ongoing financial projections show that KPU will continue to be impacted by decreasing tuition and ancillary revenue streams into the next fiscal year. Ms. Clowes noted that a five-year trend on revenues showed that the operating grant has been increasing only marginally, primarily to offset bargaining or statutory deduction increases. Tuition has been the primary driver of volatility in revenues.

Ms. Clowes commented that the most recently available Office of Planning and Accountability (OPA) tuition budget model projections for budget year 2021/22 indicates that we are anticipating a \$13 million decrease in tuition and fees. Ms. Clowes noted that the average cost per class is expected to increase 6% per year. This incorporates an assumption of an annual tuition price increase of 2% for both domestic and international students and the embedded assumption is that 26% of seats will be filled by international students. It was noted that one of the mechanisms to adjust offerings to increase capacity in high demand programs and courses is to work with the KFA.

Ms. Clowes noted that the 2021/22 budget will be presented to the Board of Governors on March 31, 2021 for approval.

*Mr. Piraquive joined the meeting.*

## **7. Governance Committee Report**

### **7.1 Committee Chair Report**

Committee Chair, Mr. Amos, advised that the items considered by the committee included the Board composition and succession plan. The committee noted Code of Conduct declarations were executed by new board members

### **7.2 VISION 2023: Progress Report for 2019/20**

Dr. McElroy commented that all 24 measures are reported in the annual Accountability Plan and Report that is submitted to the Ministry each summer. Dr. McElroy noted that two separate progress reports are provided to the Governance Committee and the Board: (a) a Progress Report is provided in the Fall, with the data reported in the Accountability Plan and Report, as well as an assessment of progress on each goal; and (b) a mid-year Progress Report which contains benchmark data.

Dr. McElroy advised that there are targets for all but one performance measure. For AEST metrics, the targets are established by the Ministry. For the other 12 metrics, the target was developed by the Office of Planning & Accountability and approved by the Board. The target for metric 5 will be developed once we have baseline data.

Dr. McElroy noted that for some measures an assessment was not made as it requires a comparison over time and no prior data exists. In these

cases, the data provides the baseline measure against which future progress will be assessed.

Members noted that some measures are not updated every year, and some measures were not collected in Spring 2020 due to the disruption caused by COVID 19.

## **8. Human Resources Committee Report**

### **8.1 Committee Chair Report**

Committee Chair, Ms. Case, thanked Mr. Kambere for chairing the first half of the meeting.

Ms. Case advised that the Human Resources Committee met on September 10, 2020 and the item considered by the committee included re-appointment of the University Registrar and received an update on the employee engagement program.

*The Chair welcomed Lekeyten, KPU Elder in Residence. Lekeyten welcomed the members of the committee, and expressed his good wishes for the year ahead.*

*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.*

## **9. KPU2050 Draft Campus Master Plan and Recommended Directions**

Mr. Elliott presented the draft KPU2050 Campus Master Plan and commented that the draft plan outlines a shared long-term vision for all of KPU's four campuses, along with a set of guiding design principles.

Mr. Elliott commented that the draft plan illustrates and outlines recommended directions related to the future of our built form, open spaces and movement connections for the four physical campuses at Surrey, Tech, Langley, and Richmond.

Mr. Elliott noted that the draft plan will also identify recommendations that could deliver a pathway towards carbon neutrality and a more sustainable and resilient future and commented that the draft plan also outlines a set of Indigenous principles that inform us how we think about our KPU campuses today and in the future in relation to the land, people, and activities that take place on them.

Mr. Elliott mentioned that overall, the draft plan offers a holistic view of KPU's future, one that describes and visually illustrates the physical evolution of our campuses, upholds our sustainability commitments, and deepens efforts towards reconciliation; all of which are intended to help inform decision making related to our campuses for the next 30 years.

Mr. Elliott commented that the draft plan will serve as the basis for a series of upcoming virtual consultation opportunities and a survey to explore support and collect further feedback from our KPU community.

*Mr. Bob Davis joined the meeting.*

## **10. President's Report**

### **10.1 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 the Chancellor's virtual installation will take place on October 19<sup>th</sup>, followed by the Fall virtual convocation on October 20<sup>th</sup>, 2020.

**11. Provost's Report**

**11.1 *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 commented that KPU courses are being delivered with both synchronous and asynchronous components and KPU is offering a limited number of courses with face-to-face experiential learning.

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

**12.1 *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 thanked her team (Marketing, Media and Communications, Advancement, Alumni Affairs) for all their work behind the scenes during the pandemic.

**13. Vice President,  
Finance and  
Administration**

**13.1 *Report to the Board***

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

**14. Vice President,  
Students Report**

**14.1 *Report to the Board***

Dr. Cardwell advised that the Student Services Report was included in the Report to the Board of Governors. Dr. Cardwell noted that all student services are running and that the staff are working hard to support students.

**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**

There were no additional items identified.

**17. Feedback on the  
Meeting**

Members noted technical difficulty faced by few members when joining the meeting.

There was no additional feedback on the meeting.

**18. Closing Remarks**

The Chair thanked everyone, including Board Members for attending and contributing to the discussions. The Chair encouraged new student board members to actively engage in the discussions at the meetings.

**19. Appendix:**

**19.1    *Report to the Board of Governors***

The September 2020 Report to the Board of Governors was received.

**20. Next Meeting**

The next meeting has been scheduled for Wednesday, December 2, 2020.

**21. Adjournment**

The meeting adjourned at 5:32 pm.

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**Board Chair**