

Present: Board

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

University Vice Presidents

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

Presenters and University Resources

Jennifer Duprey / General Counsel
Chervahun Emilien / Executive Director,
Financial Services
Ranminder Kaur / Confidential Assistant to
the Board of Governors
Keri van Gerven / University Secretary &
Executive Assistant to the President & Vice
Chancellor

Regrets: Kim Baird / Chancellor

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

The Chair called the meeting to order at 4:00 pm.

The Chair acknowledged KPU's commitment to reconciliation and recognition that that we live, work and study at KPU on the traditional and ancestral lands of the Coast Salish peoples, including those of the Kwantlen First Nation, who graciously bestowed their name on this university.

The Chair thanked outgoing board members, Dr. Farhad Dastur, Kim McGill and David Piraquive for their time and contributions to various committees and the full Board.

The Chair also thanked Ms. Marlyn Graziano, Vice President External Affairs and applauded Ms. Graziano for working meticulously to build a strong relationship with the Government.

2. Conflict of Interest

No other conflict of Interest was declared.

3. Approval of Agenda

Motion #22-20/21

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for June 23, 2021.

4. Consent Agenda

Motion #23-20/21

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

4.1. Minutes of the May 26, 2021 Regular Board of Governors Meeting.

AND

THAT the Board of Governors receive the following item for information:
4.2. That the Board of Governors approved via an e-vote on June 9, 2021 the revision to Bylaw No. 4.

5. Annual Report to the Board on the Sexual Violence & Misconduct Policy

Dr. Steve Cardwell introduced Jennifer Jordon who presented the annual report on the sexual violence and misconduct policy.

Ms. Jordon noted that the report has been drafted by the Director, Student Rights and Responsibilities in consultation with KPU's Sexual Violence & Misconduct Advisory Group to inform the President and Board of Governors of policy-related implementation activities that have taken place over the past year.

Ms. Jordon commented that each year, the president of a post-secondary institution must report to the governing body on the implementation of the post-secondary institution's sexual misconduct policy.

Ms. Jordon mentioned that the major activities undertaken from May 2020 to May 2021 fall into the following three categories: Strengthening process and practice, policy alignment and review, and education and awareness training.

Ms. Jordon mentioned that the Student Rights and Responsibilities Office (SRRO) has been successful in maintaining a connection with the KPU community during the pandemic during which KPU pivoted to largely working from home. Ms. Jordon commented that there have been more reports of online misconduct of a sexual nature, which it is probably safe to assume relates with the pivot to most of KPU's programming moving online. Ms. Jordon noted that the Student Rights and Responsibilities Office have been meeting with individuals virtually or by phone and that there does not appear to be any concern from individuals seeking services.

Ms. Jordon noted that the Student Rights and Responsibilities Office offers workshops on following topics:

- How to receive a disclosure;
- Bystander awareness; and
- Consent and healthy relationships.

Ms. Jordon noted that the Student Rights and Responsibilities Office will be utilizing the asynchronous trainings that will soon be launched by BC Campus and the Ministry of Advanced Education and Skills Training (AEST).

Ms. Jordon mentioned that when students return back to the campuses, the Student Rights and Responsibilities Office will continue to interact with students at all the campuses. Members noted that in-person workshops will be offered on the topics of "How to receive a disclosure"; "Bystander Awareness"; and "Consent and Healthy Relationships" which can also be delivered as one condensed workshop covering all three topics. Ms. Jordon commented that the Student Rights and Responsibilities Office will resume presenting across the KPU community, to students and

employees, about policy SR14 and the services the Student Rights and Responsibilities Office offers.

6. Audit Committee Report

6.1 Committee Chair Report

Members noted that the Audit Committee met on June 15, 2021 and received an update on casual service contract report.

7. Finance Committee Report

7.1 Committee Chair Report

Members noted that the Finance Committee met on June 15, 2021 and received an update on the IT Disaster Recovery Plan (DRP).

7.2 Management Discussion and Analysis supporting the approved Financial Statements for year ended March 31, 2021

Dr. Davis introduced Chervahun Emilien who presented the Management discussion and analysis report.

Ms. Emilien presented the draft Financial Statements for Year ending March 31, 2021 and highlighted the Statement of Financial Position, Statement of Operations and Notes to the Financial Statements.

7.3 FY 2022-23 University Budget including Budget Development Timeline, Executive Budget Priorities, and Budget Tenets and Philosophy

Dr. Davis presented the report and commented that the FY 2022-23 university budget development process is now in planning.

Dr. Davis commented that the Board of Governors has indicated they are expecting a balanced budget for the 2022-23 fiscal year. The university must ensure any priorities or tenets that are set can be achieved within a balanced budget framework. Members noted that the final budget will be presented for approval at the March 30, 2022 Board of Governors meeting.

Dr. Davis presented the Budget Tenets and Philosophy and commented that the Budget Tenets and Philosophy has been updated for the 2022/23 budget year. The university budget will address the changing environment related to COVID-19 post pandemic by maintaining sustained levels of staffing, core teaching and learning activities and the student experience.

8. Governance Committee Report

8.1 Committee Chair Report

Committee Chair, Mr. Amos, advised that the Governance Committee met on June 16, 2021 and noted that all items discussed at the meeting are on the agenda.

8.2 Accountability Plan & Report 2020/21

Dr. McElroy highlighted that the Accountability Plan & Report 2020/21 is an annual report that fulfills the requirement of public sector organizations to operate under the Taxpayer Accountability Principles and to meet the requirements of the Ministry's Accountability Framework.

Dr. McElroy noted that the Strategic Priorities section of the report details how KPU has addressed both Ministry priorities, as communicated in the 2020/21 Mandate Letter, as well as KPU's priorities to address our strategic goals. This year KPU has added information on how KPU has responded to the pandemic. KPU is also required to report on plans to address priorities in the 2021/22 Mandate Letter, but the Ministry has postponed that due to the pandemic.

Dr. McElroy noted that the report will be signed by the Board Chair, and the President for submission to AEST.

Motion #24-20/21

MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the 2020/21 Accountability Plan & Report for submission to the Ministry of Advanced Education and Skills Training as recommended by the Board Governance Committee.

8.3 Newly Appointed and Elected Board Members

Ms. van Gerven presented the report and commented that the terms of office of four appointed members expire on July 31, 2021, one of which is an Alumni nominee. All four of the members are eligible for reappointment. There is one vacancy on the Board since Mr. Singh stepped down from the KPU Board in November 2020 after officially declared successful in the election.

Ms. van Gerven noted that Ms. Case is only eligible for a 6-month extension to December 31, 2021.

Members noted that the Board office was informed by the Ministry on June 2, 2021 that the Ministry is working on the appointments and there are still a few levels of approval to go through. The Ministry will be in a position to notify KPU in early July.

Ms. van Gerven mentioned that four newly elected members will also be joining the Board as of September 1, 2021.

**9. Human Resources
Committee Report**

9.1 Committee Chair Report

Committee Chair, Ms. Case advised that the Human Resources Committee met on June 17, 2021 and received an update on appointment of Associate Dean, Faculty of Health.

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 noted commented that an Engagement Meeting with Andrew Mercier (MLA for Langley) took place on June 30, 2021.

Dr. Davis passed his gratitude to Ms. Graziano and commented that Ms. Graziano has worked diligently over the years to build a strong relationship with the Government.

10.2 *Fall 2021 and the New KPU*

Dr. Davis commented that KPU is relying on the COVID-19 Return-to-Campus Primer and the lessons learned over the past year to plan for a return-to-campus in September with a new approach to learning and working at KPU – the New KPU.

Dr. Davis noted that KPU will continue to embrace the innovations developed during the pandemic for both remote and blended learning and working opportunities, and utilize the disruption caused by the COVID-19 pandemic to creatively innovate a new future for KPU.

Dr. Davis mentioned that recent student satisfaction surveys suggested that many enjoy the flexibilities of remote learning and a majority would like to preserve some elements, while others are missing the student life experience of physically being on campus. Members noted that scheduling is underway for the Fall and all plans will proceed in accordance with all existing and new safety measures.

Dr. Davis noted that many employees have expressed interest in more flexible and blended ways of working post-pandemic and commented that KPU has marked the Fall as a "transition semester" for our journey to the New KPU.

Dr. Davis commented that Faculties and Schools that require more hands-on learning, such as Trades and Science & Horticulture, will have a higher percentage of face-to-face delivery, given the nature of their programs.

Dr. Davis noted that in the event that B.C. experiences an unanticipated increase in COVID-19 case counts and/or lower-than-expected immunization rates, KPU is equipped to quickly and effectively revert back to remote learning, and will continue to exercise the safety protocols in place today.

Dr. Davis mentioned that KPU will be creative and agile and will use this as an opportunity to create a New KPU that stands in alignment with the VISION 2023 goals of improving experiences, increasing sustainability, fostering creativity and ensuring quality.

Dr. Davis stated that the health and safety of all employees and students will be paramount throughout this transition.

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 noted the appointment of Ms. Sarah Beasleigh as Associate Dean, Faculty of Health. Members noted that Ms. Beasleigh will be joining KPU on June 30, 2021.

Dr. Vanderburgh mentioned that the search for Dean, Faculty of Science and Horticulture was unsuccessful and did not attract strong candidates. However, in the meantime, the current Dean, Dr. Elizabeth Worobec has agreed to stay with KPU until February 2022. Members noted that the search for new Dean will resume in the Fall.

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 and commended various teams within her portfolio.

13. Interim Vice President, Finance and Administration

13.1 *Report to the Board*

Dr. Cardwell advised that the Finance and Administration Report was included in the Report to the Board of Governors and commended various teams within his interim portfolio.

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 and commended various teams within his portfolio.

Dr. Cardwell commented that the Orientation and Transitions team hosted the Summer new student 2021 Orientation and First Year Festival. Over 2,500 new students attended 38 virtual sessions, run in partnership with Departments and Faculties across KPU.

Dr. Cardwell advised that the KPU International met its international student enrolment targets for Summer 2021. There are 1,176 new international students enrolled for the summer semester. Admissions for Fall 2021 are on target.

15. 2021/22 Mandate Letter from Minister of Advanced Education, Skills and Training (AEST)

The Chair mentioned that the focus of the 2021/22 Mandate Letter outlines the guiding principles of the government, which should help prepare KPU's 2021/22 Institutional Accountability Plan and Report (IAPR). The Mandate Letter also confirms KPU's mandate, under the *University Act*, provides government's annual strategic direction and sets out key performance expectations for the 2021/22 fiscal year.

The Chair commented that the letter is signed and submitted to the Ministry of Advanced Education and posted on the Board website, as required by the Provincial Government.

**16. Senate Reports –
meeting held on May
31, 2021**

Dr. Davis advised that the Senate Report for May 31, 2021 was prepared by Dr. David Burns, Senate Vice-Chair and was included in the meeting package.

Dr. Davis noted that Dr. Amy Jeon, Senator for the Faculty of Science and Horticulture, was elected as Vice Chair through acclamation.

Dr. Davis thanked the outgoing Chair, Dr. Burns for his time and contributions to Senate and various Senate Sub-Committees.

**17. 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.

**18. For the Good of the
Order**

There were no additional items identified.

**19. Feedback on the
Meeting**

Mr. Kambere thanked KPU for the convocation video for Spring 2021 ceremony.

Board members thanked the outgoing members of the Board for their time and contributions to various committees and the full Board.

There was no other feedback on the meeting.

20. Closing Remarks

The Chair thanked everyone, including Board Members for attending and contributing to the discussions.

**21. Election of the Chair
and Vice Chair**

Ms. van Gerven conducted an election process through acclamation. Mr. McAdam as Board Chair, and Ms. Chen as Board Vice Chair were confirmed as of July 1, 2021 for a year until July 31, 2022 in accordance with Section 24 of the Board Manual. The Board Chair, and Vice Chair must be an Appointed Member of the Board. The Chair, and Vice Chair may be re-elected up to a maximum of three consecutive years.

Board members and the management thanked the outgoing Chair, Ms. Case. Members noted that Ms. Case - a 6 year appointed member has been a member and chair of HR committee, board chair and also served on various search committees.

22. Appendix:

22.1 *Report to the Board of Governors*

The June 2021 Report to the Board of Governors was received.

23. Next Meeting

The next meeting has been scheduled for Wednesday, September 29, 2021.

24. Adjournment

The meeting adjourned at 5:02 pm.

Board Chair