

**Present: Board**

Michael McAdam / Chair  
Ivy Chen / Vice Chair  
Sandra Case  
Rhiannon Bennett  
Alan Davis / President & Vice Chancellor  
Bob Davis  
Amos Kambere  
Mohammed Mahabub  
Rahul Malhotra  
Muhammad Afzal Malik  
Takashi Sato  
Waheed Taiwo  
Jack Wong

**University Vice Presidents**

Steve Cardwell / Pro Tem VP, Finance and Administration, and VP, Students  
Laurie Clancy / AVP, Human Resources  
Randall Heidt / VP, External Affairs  
Sandy Vanderburgh / Provost & VP, Academic

**Presenters and University Resources**

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

**Regrets:** Kim (Kwuntiltunaat) Baird / Chancellor  
Purru Sandhu

**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 the outgoing Chair, Ms. Case who will be transitioning out in December, for her time and contributions to the Board and Committees.

The Chair welcomed new board members and new KPU management team members to the meeting.

***1.1. Welcome by KPU Elder in Residence***

This item was deferred as Elder in Residence, Lekeyten was unable to join the meeting. Members noted that Elder Lekeyten will be invited to the Board meeting in December.

**2. Approval of Agenda**

**Motion #01-21/22**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda for September 29, 2021.**

**3. Oath of Office**

The Chair administered the Oath of Office to Rahul Malhotra.

4. **Conflict of Interest** No other conflict of Interest was declared.
5. **Consent Agenda** **Motion #02-21/22**  
**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the following items on the Consent Agenda:**  
**5.1. Minutes of the June 23, 2021 Regular Board of Governors Meeting.**  
**AND**  
**THAT the Board of Governors receive the following item for information:**  
**5.2. KSA Annual Fee Change Letter: 2021-2022 Academic Year.**
6. **Audit Committee Report** **6.1 *Committee Chair Report***  
  
Members noted that the Audit Committee met on September 14, 2021 and received an update on engagement activities and an update on the expense claims audit report.  
  
**6.2 *Appointment of the External Auditor***  
  
Ms. Emilien presented the report and commented that KPMG was selected through RFP to act as KPU's External Auditor for three years, commencing with the 2021/22 reporting year. KPU retains the option to extend the Service Agreement for two additional years (2024/25 - 2025/26), provided both parties agree to the renewal.  
  
The former Chair of the Audit Committee supported that appointment of KPMG for stability given that there has been a lot of senior management change within the Financial Services in the last two years.  
  
**Motion #03-21/22**  
**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the appointment of KPMG as External Auditor for three years commencing with the 2021/2022 reporting year, as recommended by the Board Audit Committee.**
7. **Finance Committee Report** **7.1 *Committee Chair Report***  
  
Members noted that the Finance Committee met on September 14, 2021 and noted that all items discussed at the meeting are on the agenda.  
  
**7.2 *Executive Statement of Financial Information (SOFI) Public Bodies Report as at March 31, 2021***  
  
Ms. Emilien presented the report and 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)).  
  
Ms. Emilien presented the Statement of Financial Information (SOFI) -

Public Bodies Report as at March 31, 2021 for submission to the Ministry of Advanced Education, Skills and Training pursuant to the Financial Information Act.

**Motion #04-21/22**

**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.**

***7.3 GV4 Schedule of Signing Authorities***

Ms. Emilien presented the report and commented that a revised GV4 policy and procedures was approved in May 2020 and is not scheduled for another review until 2025. However, an annual review of the Schedules of Authorities should be done for accuracy and updated if required.

Ms. Emilien noted that the Schedules of Authorities for 2021 highlights changes in positions and titles over the last year.

Ms. Emilien commented that the schedules have been reformatted and updated to reflect new/discontinued positions/titles/offices. Members noted that the changes made are relatively minor.

**Motion #05-21/22**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the updated GV4 – Schedules of Commitment Authorities, Approval Authorities and Signing Authorities as recommended by the Board Finance Committee.**

***7.4 FY 2022/23 University Budget Planning and Financial Status Update***

Ms. Emilien presented the report and commented that an early review of Quarter 2 results for 2021-22 indicate a favorable position for KPU.

Ms. Emilien commented that the 2022-23 budget development process is in the planning stages and noted that producing the annual budget for the university is a detailed process that begins shortly into the new fiscal year. Ms. Emilien noted that meetings with the stakeholders have been scheduled to take place throughout the budget development process. Members noted that a final budget is scheduled to be approved at the March 30, 2022 Board of Governors meeting.

**8. Governance  
Committee Report**

***8.1 Committee Chair Report***

Committee Chair, Mr. McAdam, advised that the Governance Committee met on September 8, 2021 and received an update on the Code of Conduct Declarations executed by new board members and the board composition and succession plan.

***8.2 AC15 – Micro-credentials***

Dr. Jhangiani presented the report and commented that all Faculty Councils and three Senate Standing Committees (SSCC, SSC Policy, SSCAPP) were consulted for feedback when developing AC15 policy and procedure. Dr. Jhangiani mentioned that the draft AC15 Micro-credentials policy and procedure were also posted on the KPU Policy Blog for feedback from the KPU community.

Dr. Jhangiani noted that Policy AC15 will enable the development of Micro-credentials, which aligns with Vision 2023. Members noted that credit-bearing Micro-credentials will be developed and offered by academic programs and non-credit-bearing Micro-credentials will be developed and offered by Continuing & Professional Studies, in partnership with the Faculties.

Dr. Jhangiani mentioned that AC15 policy will also enable KPU to benefit from both Provincial and Federal funding opportunities to develop and provide short-term training to support skill development in the wake of the COVID-19 pandemic.

Dr. Jhangiani commented that KPU has also been involved in the development of a Provincial framework for Micro-credentials (expected to be published later this year) and we have the opportunity to be the first BC Post-Secondary institution with an approved policy and governance process for Micro-credentials.

Dr. Jhangiani noted that the KPU administration is currently meeting with the Kwantlen Faculty Association to jointly develop the workload requirements for micro-credentials.

Dr. Jhangiani commented that Senate at its meeting on June 28, 2021 approved the draft AC15 Micro-credentials Policy and Procedure for recommendation to the Board of Governors.

**Motion #06-21/22**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors approve the Policy and Procedure AC15 Micro-credentials as recommended by the Board Governance Committee.**

***8.3 VISION 2023: Progress Report for 2020/21***

Dr. McElroy commented that the performance is assessed using the scale, which incorporates both government and KPU assessment methods.

Dr. McElroy noted that targets were achieved, or substantially achieved for 16 of the 24 measures. Dr. McElroy mentioned that targets were not achieved for 4 measures, but results were within 60 to 89% of the target. Members noted that four measures were not assessed because data wasn't available for an assessment. Members noted that some measures are not updated every year, and some measures were not collected in Spring 2021 due to the disruption caused by the pandemic.

**Action:** It was noted that Mr. Brent Elliott will be invited to a future meeting of the Board to update members on sustainability and how KPU was tracking the footprints.

#### **8.4 Academic Plan 2023: Progress Report for 2020/21**

Members received and noted the report.

### **9. Human Resources Committee Report**

#### **9.1 Committee Chair Report**

Committee Vice Chair, Mr. Kambere advised that the Human Resources Committee met on September 16, 2021 and received an update on following:

- Appointment of Pro Tem appointment Dean, Faculty of Trades and Technology.
- Equity, Diversity and Inclusion update
- Employee Engagement update

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

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

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

Dr. Davis commented that KPU opened the fall semester in grand style with the announcement of the \$8 million gift from George and Sylvia Melville, and the naming of the Melville School of Business.

Dr. Davis noted that KPU is honouring the lost Indigenous children and survivors of residential schools by participating in Lighting the Country Orange and by lighting KPU campuses orange is a display of solidarity with Indigenous communities. Dr. Davis commented that KPU must take time to listen, read, and learn in partnership with Indigenous peoples to figure out what actions are needed for true justice to be served and for true healing to begin.

### **11. Provost's Report**

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

Dr. Vanderburgh noted that for the Fall semester, many of KPU's courses are still face to face, or offered in a blended mode, with more flexibility.

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

#### **12.1 Report to the Board**

Mr. Heidt advised that the External Affairs is currently planning for a gala to celebrate the university's first 40 years. Other activities include:

- Giving Tuesday
- Virtual Open House
- Faculty showcases

### **13. Pro Tem Vice President, Finance and Administration**

#### **13.1 Report to the Board**

Dr. Cardwell commended various teams within his portfolio. Dr. Cardwell extended his thanks to Facilities Services for making the orange lighting displays happen at KPU's Surrey and Langley campuses at a short notice.

Dr. Cardwell noted that Progress Pride flags or colours have been painted on crosswalks at the Langley and Surrey campuses, a staircase at the Richmond campus, pillars at Civic Plaza and a pathway at KPU Tech in Cloverdale. Members noted that the goal of better representing and serving all 2SLGBTQ+ people is reflected in the choice of the Progress Pride flag design.

#### **14. Vice President, Students Report**

##### **14.1 *Report to the Board***

Dr. Cardwell commended various teams within his portfolio.

Dr. Cardwell commented that the timetabling and scheduling system has been improved to indicate whether the course is offered online, blended or in classroom making it easier for the students when selecting a course.

Dr. Cardwell advised that the Indigenous Services at KPU has compiled a selected list of virtual and in-person events and commented that the 2021 Indigenous Dialogue Speaker Series began on Wednesday, September 29, 2021 in advance of, and to recognize the National Day for Truth and Reconciliation. Members noted that the first speaker in the series this year was Len Pierre, Special Advisor to the President on Indigenous Leadership, Innovation and Partnerships.

Dr. Cardwell noted that KPU has received \$49,000 from Colleges and Institutes Canada (CICan) to support the Global Learning Program at KPU.

Dr. Cardwell mentioned that KPU has also received \$50,000 from the Canadian Mental Health Association to support student who are more at risk.

#### **15. Appointment to AVP, Program Planning and Curriculum Search Advisory Committee**

Ms. van Gerven presented the report and commented that both student board members were consulted by the Board office over the summer. It was concluded that Rahul Malhotra will serve on the committee as Board representative given that second student board member, Purru Sandhu was already appointed to be on the Search Advisory Committee as Senate representative.

##### **Motion #07-21/22**

**MOVED, SECONDED AND CARRIED THAT the Board of Governors ratify the appointment Rahul Malhotra as student Board member representative to the Associate Vice President, Program Planning and Curriculum Search Advisory Committee.**

#### **16. Senate Reports – meeting held on June 28, 2021**

Dr. Davis advised that the Senate Report for June 28, 2021 was prepared by Dr. David Burns, Senate Vice-Chair and was included in the meeting package.

- |   |  |
|---|--|
| <b>17. 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>18. For the Good of the Order</b>        | There were no additional items identified.   |
| <b>19. Feedback on the Meeting</b>          | There was no feedback on the meeting.  |
| <b>20. Closing Remarks</b>                  | The Chair thanked everyone, including Board Members for attending and contributing to the discussions.                                     |
| <b>21. Next Meeting</b>                     | The next meeting has been scheduled for Wednesday, December 1, 2021.   |
| <b>22. Adjournment</b>                      | The meeting adjourned at 5:02 pm.  |

---

**Board Chair**