

## Minutes

**Present:**

Kathleen Bigsby  
Wade Deisman (Chair)  
Aysha Haq  
Stephanie Howes  
May Velasco  
Robert Wood

**Non-Voting:**

Dana Cserepes  
Jane Fee  
Marc Kampschuur  
Anne Lavack

**Guests:**

Josephine Chan  
Karen Inglis

**Regrets:**

Arvinder Bubber  
Bob Davis  
Jason Dyer  
Tru Freeman  
Leslie Gordon  
Jane Hobson  
John McKendry

**Recorder:** Elizabeth Merritt, University Secretariat

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**1. Call to Order**

The meeting was called to order at 9:05am.

**2. Confirmation of Agenda**

The agenda was confirmed by consensus.

**3. Approval of Minutes**

The minutes of September 23, 2011 were approved by consensus.

#### **4. Report from Chair**

- The Chair will report on the Scenario Planning event at Oxford at the next meeting.
- The University will be undertaking strategic planning. The two biggest challenges identified by the President are re-positioning the university with respect to its polytechnic mandate and student recruitment and retention
- The Provost has met with the deans, chair and coordinators regarding the university budget. No new funding is available from the government. Any new money is targeted either for international students to meet the government's mandate to increase international enrolment over the next four years or to programs where commitments have already been made.
- The Chair reported on the Board/Senate Task Force on Bicameral Governance. The Board Finance & Audit Committee and the Senate Budget Committee held a joint meeting on October 14, 2011. The Task Force is planning on holding a joint Board/Senate retreat early in 2012.
- The Board has approved the amalgamation of the Faculties of Humanities and Social Sciences. However, there is still no policy in place to guide the process. The Chair hopes this will go forward to the Task Force for consideration. The Provost indicated that the policy is currently being reviewed. Very few universities have such a policy. The University Act, under Section 35.2 (6) (e), stipulates that the Senate of a special purpose, teaching university must advise the board, and the board must seek advice from senate, on the development of educational policy for the following matters: establishment or discontinuance of faculties at the special purpose, teaching university.

#### **5. Old Business**

##### **a. Education Technology Committee**

The committee reviewed the documentation on the Sub-committee on Learning Technology. The following suggestions were made:

- add the AVP Academic to the voting membership
- add the AVP of Research & Scholarship to the non-voting membership
- under Responsibilities, change the wording of item (c) to "recommend current best practices within post-secondary education as they relate to Learning Technology."
- Remove item (d)

**MOVED by Robert Wood; seconded by Stephanie Howes:**

**THAT the SSC Academic Planning & Priorities accept the committee mandate and membership as revised.**

**MOTION CARRIED**

**b. SSCAPP Membership & Mandate Review**

Deferred

**6. New Business**

**a. Priorities Exercise**

The committee reviewed the Academic Priorities.

- Change A.3 to “Further develop continuing credit & non-credit professional studies programs”
- Under “B”, add item #3 “Increase internationalization activities and opportunities”
- Each committee member identified its top 3 priorities

**Action**

- The Provost and AVP will refresh the priorities. They expect to arrange town hall meetings for further discussion and input from the university community.

**b. Scenario Based Strategic Planning – Report from Oxford**

Jane Fee updated the committee on the Scenario Planning course she attended at the Said Business School at Oxford with Wade Deisman, Ariana Arguello and Gordon Lee. Dr. Rafael Ramirez, from the Oxford Scenarios Programme and Said Business School will be coming to Kwantlen the week of November 14 to discuss the method. Public Presentations on scenario planning will be held at Kwantlen. A Sharepoint planning site will be established early in November. Nicola Sayers’ book, *A Guide to Scenario Planning in Higher Education*, was recommended.

**c. K-Bit**

Kathleen Bigsby distributed information about the business intelligence tool, K-Bit which looks at enrolment data and provides headcount and seat utilization data.

**7. The meeting adjourned at 11:35am.**