

# MINUTES BOARD REGULAR MEETING

# Wednesday 24 September 1997 / Richmond Board Room

6:00 pm

BOARD UNIVERSITY COLLEGE

**Present** Janet Shauntz (Chair) Derek Francis (Vice President Educational Services)

Harry Bains (Vice Chair) Skip Triplett (Vice President Development

T.N. Foo & Communications Services)

Lois Peterson Liz McKinlay (Director Human Resources)
Richard McIlveen Randy Bruce (Dean Information & Educational

Navnit Shah Technology)

Nancy Clegg Kelly Bentley (Board Assistant)

June Laitar Jim Jamieson (Vice President Faculty Association)

Tim Glatley

Ex Officio Members

Jim Gunson (Chair Education Council)

Gerry Kilcup (President)

**Regrets** Gurbir Gill

Collin Phillip Dani Minor Juliana Yung

**Call to Order** The Chair called the Regular Meeting to order at 6:00 pm.

Confirmation of Agenda

The agenda was adopted with the following addition:

 Board representative to the First Annual Forum on Issues and Strategic Priorities for the College, Institute and Agency System in BC

Approval of Minutes

Moved by Rick McIlveen; Seconded by Harry Bains:

THAT the Minutes of the Regular Meeting held 27 August 1997 be approved.

MOTION CARRIED

**Business Arising Correspondence** 

- Nothing further to report
- Nothing further to report

Committee Reports Community Contacts Committee

a. Richmond School District Dinner Meeting

The Committee Chair reviewed the agenda; members attending are Janet Shauntz, June Laitar, T.N. Foo, Navnit Shah, Nancy Clegg, Rick McIlveen and Harry Bains. The Board Assistant will contact the absent members.

#### b. Langley School District Dinner Meeting

The Board Chair reviewed the recent meeting with the Langley School District indicating that there are some follow-up items that the Community Contacts Committee will address at their next meeting. The Board Chair thanked Gordon Lee,

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Dean / School of Business and Dieter Thomas / Dean Horticulture & Farrier Training for their participation.

c. **Next meeting** of the Community Contacts Committee is scheduled for Wednesday 08 October 1997 commencing at 6:00 pm in the Surrey Campus Board Room.

#### Fund Raising Committee

The next meeting of the Fund Raising Committee is scheduled for Monday 17
November commencing at 6:00 pm in C-209 Surrey Campus. It is anticipated that
draft by-laws and constitution for the proposed Kwantlen Foundation will be
discussed.

## Recognition Committee

- a College-wide Recognition Committee has been established with a mandate to develop policy and procedures pertaining to recognition and development of an employee recognition program.
- b. the responsibility of Kwantlen Historian has been incorporated into the duties of the Executive Assistant. Recognition of the service of Board Members, Board Chairs and Presidents will be accomplished through a series of scrolls covering periods of five years from 1981 to present.
- c. there is no further action required by the Board; the University College Recognition Committee will keep the Board of Governors apprised of its activities.

# Monitoring Reports

## **Education Council Report**

# Moved by T.N. Foo, Seconded by Lois Peterson:

# THAT the following Courses be approved:

MATH 2233 - Linear Algebra for Engineers

JRPR 1231 - Basic Photojournalism

**EQUA 1220** - Introduction to Equine Exercise Physiology

HRTA 1320 - Landscape Gardening

HRTA 1125 - Plant Identification - Woody Ornamentals I

HRTA 1327 - Plant Identification

- Perennials and Other Herbaceous Plants

HRTA 1225 - Plant Identification - Woody Ornamentals II

OADM 1112 - Legal Office Procedures - Conveyancing

OADM 1122 - Business Mathematics - Bookkeeping

MOTION CARRIED

#### President's Report

#### • Human Resources Report

The Director Human Resources reviewed the report as submitted; no questions were asked by the Board Members.

Rick McIlveen, Liz McKinlay and Gerry Kilcup will attend the Post-Secondary Employers' Association meeting scheduled for Thursday 25 September; the provincial bargaining process for Post-Secondary Education will be further discussed.

#### • Vice President Education Search

The President advised that the Search Committee has been established; the Committee will meet on Monday 29 September to develop the criteria and process. Four applicants have responded.

#### • Ministry Announcement

The Hon. Paul Ramsey, Minister / Education, Skills & Training announced today that Surrey Phase Two will be tendered at the end of this year, with students expected in the new facility by September 1999. The project -- \$16.5 million in total - includes a renovation of 3,000 square metres which will increase the size of the library and renovate administration offices. A 6,900 square metre addition will add 28 new classrooms as well as science and computer labs.

# Constituency Reports

# Faculty Association

• Jim Jamieson, Vice President Grievance, stated that the new process for allowing instructors to take additional students into class is working well.

# Board Chair's Report

# Appointment of College Auditors

 The Board Chair advised that the Vice President Administration is obtaining further information from the Ministry; this issue will be placed on the October Board Agenda for further discussion.

Charting a New Course, A Strategic Plan for the Future of BC's College, Institute and Agency System / The First Annual Forum on Issues and Strategic Priorities scheduled for the 3<sup>rd</sup> and 4<sup>th</sup> of November 1997

 Navnit Shah will attend on behalf of the Board of Governors; June Laitar will be the alternate if required. A follow-up report will be available for the November Board Meeting.

#### **Board Retreat**

- The Fall Retreat will be held at the Coyote Creek Golf & Country Club from 8:30 am to 4:30 pm on Saturday 25 October 1997.
- It was agreed that John Dennison, Professor Emeritus of Higher Education / UBC and Co-Chair of the Council on Admissions and Transfer will, during the morning session, discuss the spectrum of Community Colleges, University Colleges and Universities.
- It was agreed that the afternoon session will be a review of the governance policies.

## **AECBC Conference & AGM**

• College of the Rockies will host the 1998 AECBC AGM and Conference from the 12<sup>th</sup> to the 14<sup>th</sup> of June 1998. The College is seeking input on a theme "concept" and requested feedback be send to the attention of Mrs. Oralie Girard.

#### **Next Meeting**

Wednesday 22 October 1997 / 5:30 pm Dinner; 6:00 pm Meeting / Langley Campus Board Room

## Adjournment

The meeting adjourned at 6:40 pm.

CHAIR VICE PRESIDENT ADMINISTRATION

Our Mission:

We create quality, life-long learning opportunities for people to achieve personal, social and career success.