

**KWANTLEN COLLEGE BOARD**

**MINUTES - REGULAR MEETING - THURSDAY, JULY 2, 1987**

**Newton Campus**

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The meeting was called to order at 7:15PM.

Present	D.V. Penn (Chairman)	A. MacLaughlin (President)
	K.W. Williams	R.R. Lisson (Vice-President, Administration)
	R. Jacques	C.L. Hibbert (Director of Financial Services)
	L. Johnson	G.B. Kilcup (Vice-President, Education)
	A.D. Milne	P.A. Kitching (Dean - College Development)
	M. Montgomery	J.R. Lauder (Project Manager)
	L.J. Syberg-Olsen	R.W. Lowe (Dean - College Development)
	J. Waenink	D.E. McDonald (Manager, Public Relations)
		R.B. Archambault (Downs/Archambault Architects)
		B. Downs (Downs/Archambault Architects)
		R. Farrell (Pannell Kerr MacGillivray)

**Welcome & Introductions**

The Chairman welcomed and introduced Mrs. Adrienne MacLaughlin, newly appointed President of the College, who will assume her duties on August 24, 1987. A press conference was held earlier in the day.

The Chairman also welcomed and introduced Mr. Roy Jacques, a retired broadcaster, who has been appointed to the College Board; Messrs. Archambault and Downs (Architects); and Mr. Ron Farrell (Auditor).

**Confirmation of Agenda**

Moved by Mr. Milne, seconded by Mr. Waenink :

**THAT the Agenda for the meeting be approved.**

CARRIED

**Confirmation of Minutes**

Moved by Mr. Johnson, seconded by Mr. Waenink :

**THAT the Minutes of the Special Meeting of May 28, 1987 and the Regular and Special Meetings of May 21, 1987 be approved.**

CARRIED

**Richmond Permanent Campus**

Moved by Mr. Milne, seconded by Mrs. Montgomery :

**THAT the May 29, 1987 letter from the Premier's Office concerning a meeting with Premier Vander Zalm to discuss a permanent campus in Richmond be received.**

CARRIED

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ACCC  
Conference '87

The Chairman reported on the Association of Canadian Community Colleges' Conference '87 held June 1-4 in Hamilton, Ontario. Mr. Johnson and Mrs. Syberg-Olsen also attended the Conference. It was noted that Mr. Johnson was a moderator at the session titled "Retraining of Displaced People in Industry".

Resource  
Development  
Seminar

Board Members were apprised of the 3rd Annual Resource Development Seminar being held November 5-7, 1987 in Vancouver.

National Forum  
on Post-  
Secondary  
Education

A National Forum on Post-Secondary Education is being held from October 25-28 in Saskatoon, Saskatchewan.

BCAC Annual  
Meeting

Five Board Members attended the Annual Meeting of the B.C. Association of Colleges held June 11-14 in Victoria. Highlights included: the Association will be addressing illiteracy, honoraria for board members, and will be making a submission to Barry Sullivan's Commission on Education.

The Board requested that a submission from the College on literacy and the "underprepared" student be forwarded to the Commission on Education.

Graduation

A number of favourable comments were made on the College's Graduation held June 25, 1987 at Delta's Sun God Arena. Approximately 200 students attended the ceremonies. The Dean of College Development (R.W. Lowe) will present a recommendation to the Board in due course concerning future graduations, i.e. whether or not only one graduation should be held each year compared with the current practice of two each year.

C-IEA

The letter dated May 31, 1987 from the College-Institute Educators' Association of B.C. was received for information.

Self Study

The Chairman advised that the Executive Committee has been reviewing the Self Study recommendations, and suggested that more employees should be involved in the process. The Vice-President, Education suggested that the Kwantlen Educational Advisory Council could be the audit group. The Administration was requested to present a recommendation to the Board.

Board  
Committees

The Chairman recommended that the Audit Review Committee and the Facilities Planning Committee be disbanded and that the Board have three Standing Committees, i.e. Facilities, Finance, and Education. Terms of Reference for the proposed committees will be submitted to the Board towards the end of September.

Moved by Mr. Penn, seconded by Mr. Waenink :

**THAT the Chairman's report be received.**

CARRIED

Audit Review  
Committee

The Audit Review Committee of the College Board has reviewed and is recommending to the Board approval of the 1986/87 Surplus Designation, the 1986/87 Audited Financial Statements, and the 1986/87 Enrollment Audit.

1986/87  
Surplus  
Designation

The Vice-President, Administration reviewed the proposed 1986/87 Surplus Designation and explained that in accordance with directions from the Ministry the College must designate annual operating surplus that exceeds 1% of the subsequent year's gross annual operating budget. The total operating surplus at March 31, 1987 is \$306,073 and the 1% factor is \$139,600, therefore, at least the difference (\$166,473) must be designated. The Vice-President pointed out that surplus funds are normally used for one time only expenditures.

Moved by Mr. Milne, seconded by Mr. Williams :

**THAT the 1986/87 Surplus Designation be approved.**

CARRIED

1986/87  
Audited  
Financial  
Statements

The Director of Financial Services reviewed the 1986/87 Audited Financial Statements in some detail. Mr. Farrell commented that the auditors were pleased with the results of their audit and had no concerns about the financial systems and controls.

Moved by Mr. Milne, seconded by Mrs. Montgomery :

**THAT the 1986/87 Audited Financial Statements be approved and forwarded to the Ministry of Advanced Education & Job Training.**

CARRIED



1986/87  
Enrolment  
Audit

Moved by Mr. Williams, seconded by Mr. Waenink :

**THAT the 1986/87 Enrolment Audit be approved and forwarded to the Ministry of Advanced Education & Job Training.**

CARRIED

Architectural  
Competition

Messrs. Archambault and Downs of Downs/Archambault & Partners, the successful firm selected by the architectural competition jury, commented that the competition was very well organized and that they looked forward to working with the College in designing the New Surrey Campus.

The Project Manager advised that the next facet of the development will be to discuss the details of an agreement with the architects followed by the selection of the balance of the design team, i.e. engineers, landscape architects, etc. It is anticipated that a number of meetings will be held with the User Groups, cost consultant etc. during the design phase. The Ministry of Advanced Education & Job Training has indicated that a "fast track" method of construction will not be allowed. It is expected that the opening of the new campus will be September 1, 1989.

Moved by Mr. Milne, seconded by Mr. Williams :

**THAT the Board ratifies the selection by the Competition Jury of Downs/Archambault & Partners as the architect for the New Surrey Campus.**

CARRIED

Thanks were extended to Messrs. Archambault & Downs for attending the meeting.

Dumais House

Reference was made to the letter dated June 5, 1987 from Russcher & Evans Architects confirming that the Federal and Provincial funding of \$90,000 should be sufficient to carry out all the exterior restoration work on the Dumais House.

Moved by Mr. Milne, seconded by Mr. Johnson :

**THAT the letter from Russcher & Evans Architects be received.**

CARRIED

Moved by Mr. Milne, seconded by Mrs. Montgomery :

**THAT the Facilities Planning Committee report be received.**

CARRIED

International  
Education

The Dean of College Development (Mrs. Kitching) reviewed the report and recommendations concerning the College joining a consortium of B.C. colleges and institutes to enter into a partnership with the Japan-B.C. Educational Exchange Centre in Tokyo. The consortium will organize groups of students who will come to British Columbia, usually during the summer months, to study language and culture. The cost to join the consortium would be \$3,000/year with a 3-year commitment. In addition, it is recommended that the College participate in the 1988 Hong Kong Fair. The Dean pointed out that the Ministry of Advanced Education & Job Training is actively promoting International Education and has established a department to assist colleges and institutes.

Moved by Mr. Williams, seconded by Mrs. Montgomery :

**THAT the College join the Japan Consortium of B.C. colleges and institutes for a 3-year period at \$3,000/year.**

CARRIED

It was agreed that College participation in the 1988 Hong Kong Fair be referred back to the Administration for further information.

The Board requested that Mrs. Kitching make a presentation at the next Board meeting on her recent teaching trip to China.

Ministry  
Planning  
Assumptions-  
Education Plan

Reference was made to the Ministry Specified Planning Assumptions for the development of Educational Plans by the colleges and institutes.

K.E.A.C.

The Minutes of the May 13th & 27th meetings of the Kwantlen Educational Advisory Council were included in the Agenda packages for information.

Moved by Mr. Williams, seconded by Mr. Milne :

**THAT the Minutes of the Kwantlen Educational Advisory Council be received.**

CARRIED

Richmond &  
Delta School  
Boards - ASE  
& ABE

Moved by Mr. Milne, seconded by Mrs. Montgomery :

**THAT the letters from the Delta and Richmond School Boards concerning Adult Basic Education and Adult Special Education be received.**

CARRIED

Criminology  
Students-  
Assistance

Moved by Mr. Jacques, seconded by Mr. Waenink :

**THAT the letter dated June 15, 1987 from Mayor Don Ross of the Municipality of Surrey thanking the Criminology Program students for the security assistance provided during the Rick Hansen Man in Motion Tour be received.**

CARRIED

Letter of  
Thanks

Moved by Mrs. Montgomery, seconded by Mr. Williams :

**THAT the letter dated June 1, 1987 from a former student, Bruce Duncan, thanking the College for his time spent as a part-time student since 1983 be received.**

CARRIED

Thanks - Mrs.  
Kitching

Reference was made to the letter dated June 18, 1987 from the Association of Canadian Community Colleges thanking Mrs. Kitching for her participation in teaching management training at the China Enterprise Management Training Centre in Chengdu, China.

Moved by Mr. Milne, seconded by Mr. Waenink :

**THAT the letter from the Association of Canadian Community Colleges be received.**

CARRIED

School Board  
Liaison  
Presentations

Mr. Milne reported on the June 1, 1987 liaison presentation to the Langley School Board, and confirmed that the Superintendent of the Langley School District will be the administrative liaison representative to the College.

Presentations  
(cont'd)

Mrs. Syberg-Olsen reported on the June 11, 1987 liaison presentation to the Surrey School Board. She expressed concern that on their Board agenda was an item concerning Vancouver Vocational Institute providing instructors to the School District to develop a number of courses.

Moved by Mrs. Syberg-Olsen, seconded by Mr. Milne :

**THAT a formal request be forwarded to the Surrey School Board requesting an administrative liaison representative to the College.**

CARRIED

It was agreed that similar requests be forwarded to the Delta and Richmond School Boards.

The Richmond School Board presentation has been scheduled for July 20, 1987. The presentation will be made by Mrs. Montgomery and Mr. Williams.

Public Relations

The Manager, Public Relations reported on the various major shopping centre advertising displays in the College region.

Next Meeting

Tentatively July 30, 1987 or at the Call of the Chair.

Adjournment

The meeting adjourned - 9:00PM.

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CHAIRMAN

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VICE-PRESIDENT,  
ADMINISTRATION