

Minutes
BOARD REGULAR MEETING
Wednesday 26 June 1996 / Richmond Board Room / 6:30 pm

Present	BOARD	UNIVERSITY COLLEGE
	Janet Shauntz (Chair)	Bob Lisson (Vice President Administration)
	Harry Bains (Vice Chair)	Jacqie Thachuk (Vice President Education)
	Wendy Wulff	Derek Francis (Vice President Educational Services)
	Lois Peterson	Kelly Bentley (Board Assistant)
	Richard McIlveen	Les Hibbert (Director Financial Services)
	T.N. Foo	Jack Finnbogason (President Faculty Association)
	Tim Glatley	
	Jim Gillis	
	<i>Ex Officio Member</i>	
	Gerry Kilcup (President)	
	Skip Triplett (Chair Education Council)	
Regrets	Gurbir Gill	John Bowman (Vice President
	Dana Gallagher	Human Resource Development)
	Collin Phillip	Liz McKinlay (Director Human Resources)
		Randy Bruce (Dean Information & Educational Technology)
Call to Order	The Board Chair called the Regular Meeting to order at 6:40 pm.	
Confirmation of Agenda	Moved by Rick McIlveen; Seconded by T.N. Foo: THAT the Agenda be adopted with the addition of Item No. 6a iii Meeting with Surrey School Board Trustees.	
	MOTION CARRIED	
Approval of Minutes	Moved by TN. Foo; Seconded by Tim Glatley: THAT the Minutes of the Regular Meeting held 22 May 1996 be approved.	
	MOTION CARRIED	
	The President of the Faculty Association extended the Associations appreciation to the Board for ratification of the Mutli-Framework Agreement.	
Business Arising	<ul style="list-style-type: none"> • Moved by Rick McIlveen; Seconded by Lois Peterson <p style="margin-left: 40px;">THAT the Proposed Ancillary Services Expenditure Plan; the Proposed Capital Expenditure Plan (Instruction/\$833,061; Student Services/\$67,994; Facilities/\$31,700); and the Proposed 1995/1996 Surplus Designation (Designated: Early Retirement Incentive/\$254,484; Library System/\$120,000; Non-Designated: Internationalization/\$50,000; Contingency/\$360,571); be approved.</p> <p style="text-align: right;">MOTION CARRIED</p> <ul style="list-style-type: none"> • Director / Strategic Planning & Communications <p style="margin-left: 40px;">As directed by the Board, the President reviewed the Position Description and the criteria against which the accomplishments will be measured for the position of Director / Strategic Planning & Communications.</p>	

- **University College Expansion / Job Shadowing**

As per the Board Resolution, Down/Archambault, Architects & Planners for the University College Expansion have identified the following student job shadowing opportunities:

- ⇒ Computers/Cadd work: Architectural, Structural, Mechanical and Electrical and possibly Landscape data base will be made available to all students to monitor and review programs and to work with the data.
- ⇒ Interior Design: the students could introduce their concepts for Interior Design into the project (once or twice during the course of the project) which would be reviewed and commented on. This could allow the student work to be compared to actual Interior Design.
- ⇒ Horticulture: once the buildings are located they could be staked out in the field and an inventory of plant material to be affected could be undertaken. Students could then create suggested landscape designs which Downs/Archambault would assess and compare.

- **Organizational Growth and Organization Chart**

Moved by Jim Gillis; Seconded by Rick McIlveen:

THAT Administration develop an organizational growth “tracking” system that will reflect FTE and monetary amounts.

MOTION CARRIED

Correspondence Information Only / No action required

Committee Reports **Community Contacts Committee**

- A Dinner Meeting with Richmond Board of School Trustees is confirmed for Wednesday 09 October commencing at 6:00 pm in the Multi-Use Facility at the Richmond Campus.
- **Moved by Rick McIlveen; Seconded by Tim Glatley:**
THAT Kwantlen University College strike a committee, comprised of those persons deemed appropriate by the President, to jointly meet with School District No. 36 representatives and other interested parties to explore and, if viable, to draft proposals for the shared use of resources, facilities and programs.
- **Moved by Harry Bains; Seconded by Jim Gillis:**
THAT the above motion be tabled pending further discussion at the 03 July meeting of the Community Contacts Committee.

MOTION CARRIED

- Next Meeting of the Community Contacts Committee is scheduled for 03 July 1996 commencing at 6:00 pm in the Surrey Board Room.

Policy Governance Workshop

- The following Governance Policies will be brought to the August Board Meeting for approval:
 - ⇒ No. 1.3 Outcome
 - ⇒ No. 3.3 Role of Board Chair
 - ⇒ No. 3.6 Annual Board Planning Cycle
 - ⇒ No. 3.7 Board Recognition
 - ⇒ New “Ends” Policy Honorary Degrees/Awards

- Outstanding policies to be reviewed/developed at the next Workshop are:
 - ⇒ Cultural Competency
 - ⇒ Internal Validation & Approval of Degree Programs (currently with the Education Council)
 - ⇒ Community Contacts
- The next Policy Governance Workshop will be held on Wednesday 18 September 1996 commencing at 6:00 pm in the Surrey Board Room.

Monitoring Reports

Education Council Report

- **Moved by Rick McIlveen; Seconded by T.N. Foo:**
THAT the Education Council Chair review all Programs contained in the Education Council June Report and the Board consider the recommendations under one motion.

MOTION CARRIED

- **Moved by Rick McIlveen; Seconded by T.N. Foo:**
THAT the Board approve the following Education Council recommended motions:

1. **Two Journalism and Public Relations Courses:**
JRPR 310 (Marketing Your Publication) and JRPR 371 (Newspaper Publication 1);
2. **A New Special Education Teaching Assistant Course:**
SETA 10 (Introduction to Inclusive Education);
3. **Two New Early Childhood Education Courses:**
ECED 416 (Families Needing Extra Support: Role of the Early Childhood Educator) and ECED 511 (Health Safety and Nutrition: Children with Exceptionalities Specialty);
4. **Three New Community Health Studies Courses:**
Resident Care Attendance (RCAR) 1201 (Personal Care Skills for Resident Care), RCAR 1231 (Changes in Mental Functioning), and Health Science (HSCI) 1120 (Health and Healing);
5. **Six New Collaborative Nursing Program Courses:**
NRSG 11100 (Health 1: Health Styles), NRSG 1120 (Professional Growth 1: Nurses Work), NRSG 1130 (Self and Others: Self Awareness), NRSG 1210 (Health 2: Facilitating Health and Healing in Families), NRSG 1230 (Self and Others 2: Interpersonal Relationships), and NRSG 1240 (Nursing Practice 1);
6. **Seven New Equine Access Courses:**
EQUA 101 (Contemporary Issues in Equine Studies), EQUA 105 (Equine First Aid and Emergency Rescue Techniques), EQUA 120 (Equine Structure and Function: Gross Anatomy and Physiology), EQUA 125 (Equine Structure and Function - The Thoracic Limb), EQUA 140 (Equine Nutrition - Nutrients and Digestion), EQUA 145 (Equine Nutrition - Ration Formulation), and EQUA 160 (Equine Reproduction and Fetal Development);
7. **Two New Horticulture Technology Courses:**
HORT 164 (Nursery Experience 1), and HORT 164 (Nursery Experience 2);

8. The concept of a new program “The Graduate Nurse Competency Assessment Program”.

MOTION CARRIED

The Education Council Chair advised that the newly elected Chair for 1996/1997 is Jim Gunson, a faculty member from the Science, Mathematics and Technology Division. The new Chair’s term will begin on 01 September; Mr. Gunson will take the Education Council seat at the Board table for the August Board Meeting.

The September Meeting of the Education Council will take place on Monday 09 September at 4:15 pm in the Surrey Board Room.

President’s Report

• **Draft Audited Financial Statements**

Moved by T.N. Foo; Seconded by Wendy Wulff:

THAT the Draft Audited Financial Statements for the year ended 31 March 1996 be approved. **MOTION CARRIED**

• **Draft Audited FTE Enrolment Report**

Moved by Jim Gillis; Seconded by Harry Bains:

THAT the Draft Audited Enrolment Report for the year ended 31 March 1996 be approved. **MOTION CARRIED**

• **Travel Program Joint Venture**

A joint venture between Kwantlen University College and Thomas Cook Travel is nearly completion. Major elements of the venture will involve the establishment (by 15 August) of a travel agency office on the Richmond Campus, a 50% annual net profit sharing arrangement between the agency and Kwantlen, and other significant benefits for the Travel Program and our students. A revised college travel policy will designate “Kwantlen Travel” (a member of the Thomas Cook Group) as the agency to be used for all college funded travel. An “Open House” is be planned for 15 September.

• **Moved by Jim Gillis; Seconded by Wendy Wulff:**

THAT the Annual Dues (\$1,061.00 US) for membership in the Association of Community College Trustees (ACCT) be approved for payment.

MOTION CARRIED

Board Chair’s Report

- Graduation was a great success; congratulations to the all those who were involved in the organization.
- The next AECBC AGM will be hosted by Vancouver Community.
- UCFV is planning a Fall Workshop/tentatively scheduled for 30 September; Jeremy Rifkin is expected to be the keynote speaker.

Next Meeting Adjournment

Wednesday 28 August 1996 / 6:00 pm / Surrey Campus Board Room

The meeting adjourned at 9:35 pm.

CHAIR

VICE PRESIDENT

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

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