

KWANTLEN COLLEGE BOARD

MINUTES - REGULAR MEETING - WEDNESDAY, OCTOBER 26, 1988

Newton Campus

Present

Board Members

College Staff

K.W. Williams (Chairman)
R. Bernatzki
G. Evans
T. Gillespie
R. Jacques
A. Milne
M. Montgomery

A. MacLaughlin (President)
R. Lisson (Vice-President, Administration)
G. Kilcup (Vice-President, Education)
R. Lowe (Vice-President, Education)
D. Francis (Dean, Educational Support)
U. Haag (Dean, Human Resources & Organizational Support)
S. Triplett (Director, Marketing)
K. Battersby (Director, Continuing & International Education)
R. Cowin (Planning Officer)
F. Willis (Project Manager)

J. Waters (President, D.K.F.A.)
G. Capan (Instructor, CADD)
J. Morrison (Instructor, CADD)

Call to Order

The Chairman called the meeting to order at 7:00 p.m., and announced that he had received official word from the Minister of Advanced Education and Job Training that Mr. George Preston has been named to the College Board.

Confirmation of Agenda

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

THAT the Agenda for the meeting be approved.

CARRIED

Approval of Minutes

Moved by Mr. Bernatzki, seconded by Mrs. Evans :

THAT the Minutes of the Regular and Special Meetings held September 28, 1988 be approved as circulated.

CARRIED

Business Arising from the Minutes

Richmond Campus Phase II

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

THAT the Board approve the addition of Phase II - Richmond Campus to the Five Year Plan for the year 1992/93 as recommended by the Education Committee.

CARRIED

Business Arising
(cont.)

Kwantlen College Endowment Fund

The President informed the Board that the \$25,186.82 approved for release from undesignated surplus at the September 28, 1988 meeting are not required. She thanked the Vice-President, Administration (Mr. Lisson) and the Director, Marketing (Mr. Triplett) for their efforts in securing sufficient funds to be matched by the Vancouver Foundation for student scholarships.

Presentation:
CADD

The Vice-President, Education (Mr. Kilcup) introduced Mr. Capan and Mr. Morrison, instructors from the Computer Aided Drafting and Design Program (CADD). Mr. Capan gave a brief history of the program which was the first of its kind in the province, starting in 1984. In 1985 the program became an authorized training centre for Autodesk Software which gave the program credibility and recognition in the industry and has saved the college approximately \$20,000 per year as the result of the free software it receives. There are three areas of interest within this program: (1) Industrial Drafting where they have achieved a graduate employment rate of 100%; (2) CADD -- an upgrading program for Architects, Engineers and Draftsmen; (3) Continuing Education -- off-site, 1 week courses set up for specific employers, and weekend on-site training workshops. Mr. Capan and Mr. Morrison also give presentations to Secondary Schools, Conferences and Meetings and offer the college as a resource centre for training secondary school teachers.

Mr. Morrison provided background on the involvement of Autodesk with the CADD program. Kwantlen is one of nine worldwide training centres, and Mr. Morrison is the only Executive Committee Member from outside the United States. His membership on this committee provides him with access to new developments in the industry and benefits received from attending conferences and Executive Committee meetings. The program is looking to expand into further training beyond AutoCAD to keep ahead of the industry. RELEASE 10, the newest software has recently been obtained, saving the college \$6,000 (US). Companies are bringing work to the Program for technical assistance (the City Planner from Bellingham, Washington will be at the college tomorrow for assistance). The drawings for the New Surrey Campus will be put on AutoCAD next April providing users an opportunity to see the development of specific areas of the campus. Mr. Morrison and Mr. Capan have been, and will continue to work closely with the Secondary School teachers offering them access to their teaching package at no charge.

Chairman's
Report

The Chairman requested comments and suggestions from the Board members regarding the Board workshop. The reaction from members was favourable: a suggestion was made to have fewer and shorter breaks, and perhaps break into smaller groups for discussion.

The response to the Chairman's request for reaction to the Sod Turning Ceremony was unanimously positive. The Chairman expressed his thanks to the President and Director, Marketing (S. Triplett) and all others who had been involved in making the arrangements for this event.

President's
Report

The President expressed her thanks to the Board members for attending the workshop. The Five Year Plan will require work and constant attention from everyone. She also expressed her appreciation for the determination and persistence of the Board members in bringing about the release of funds from the Government for both the Richmond Site and the New Surrey Campus.

The President briefly reported on a number of recent student activities, including the announcement that a Kwantlen Criminology student, Ingrid Borley, has been appointed to the Provincial Appeal Committee; the announcement that a Science student, Shannon Rooney is the recipient of a \$2,000 Canada Scholarship; and the results of recent Student Association elections.

Recent activities of the President have included attending an Institutional Evaluation Conference in Seattle with U. Haag and R. Cowin; School Board visits to Delta and Langley with Board members R. Jacques and A. Milne; speeches given to Chamber of Commerce, Newton Business Association, and University Women's Clubs. Other administrators' community activities include G. Kilcup acting as an examiner for an SFU Criminology Grad student, R. Lisson accepting membership on the I.C.B.C. Safety Committee for Surrey, and S. Triplett chairing an Education Committee for the Richmond Savings and Credit Union.

The President will be presenting Information Sessions at each of the three campuses on the following dates: November 7 - Richmond Campus, November 9 - Surrey Campus, and November 14 - Newton Campus. These meetings will be held from 4:00 - 5:30 p.m. An Advisory Committee Members' Workshop is scheduled for November 29, 1988; the Employee Recognition Award Ceremony will be November 16, 1988 from 4:00 - 6:00 p.m.; and the Board Christmas Socials are scheduled on December 12, 1988 at Richmond Campus, and December 14, 1988 at Surrey Campus. These will also be from 4:00 p.m. to 6:00 p.m.

The Kwantlen College Awards Night has been changed from November 3 to January 19, 1989. A revised policy on College Scholarships, as requested by the Board, will be presented at the November Board meeting.

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

THAT the President's Report be received.

CARRIED

Report of
Facilities
Committee

New Surrey Campus

The Project Manager (F. Willis) referred to the offsite services analysis and corrected the following Phase 1 estimates:

Report of
Facilities
Committee
(cont.)

New Surrey Campus

Widening and left turn lane on 126 Street at 72 Avenue including storm sewer	\$165,000
TOTAL	\$275,000
Estimated overrun	\$115,000

The advertisement for tendering will be in the papers on October 28 and 29. The Directing Committee will be reviewing the drawings and they will be ready for tendering on November 9, 1988. 80% costing estimates have been completed but are not yet published.

A brief review of the offsite cost estimates provided by the Municipality of Surrey indicated that the Council estimates are based on the assumption that the College will perform the improvements on 128th and 126th Streets and will dedicate an additional 4 meters of land on the north boundary of the site to provide for a bus lane.

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

THAT the Board approve the Municipality of Surrey proposal for offsite services and land dedication for Phase I and that a decision on Phase II services be postponed pending further discussion with the Municipality as recommended by the Facilities Committee.

CARRIED

Five Year Facilities Plan

Mr. Milne referred to the Board decision reached at the October 22, 1988 Board workshop concerning the escalation of timelines for Richmond and Langley. A revised schedule incorporating these changes was distributed.

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

THAT the Board approve the revised Five Year Facilities Plan as recommended by the Facilities Committee.

CARRIED

Report of
Education
Committee

Articulation Agreement

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

THAT the Board endorse the Articulation Agreement with Richmond School District as recommended by the Education Committee.

CARRIED

Report of
Education
Committee
(cont.)

Board Membership on K.E.A.C.

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

THAT the Board amend Section 3.2 of the Terms of Reference of K.E.A.C. to delete representation on K.E.A.C. by a member of the Board as recommended by the Education Committee.

CARRIED

International Education

The Director of Continuing and International Education and Contract Services (K. Battersby) spoke briefly in support of the College becoming involved in International Education. He advised that the College Policy explains what International Education is and the attached Guidelines explain how we will become involved.

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

THAT the Board approve the renaming of the existing policy for Foreign Students to International Education as recommended by the Education Committee.

CARRIED

K.E.A.C. Minutes - September 21, 1988

The Minutes of the September 21, 1988 K.E.A.C. Meeting were presented for information.

Enrolment
Report

The Dean, Educational Support (D. Francis) reviewed the highlights of the Fall 1988 Enrolment Report pointing out the improvement in 2nd year enrolments and commenting on the success of the registration process. In response to a question from Mrs. Montgomery regarding the low enrolments in Trade programs, he advised that some programs such as carpentry are losing students to the job market due to the construction boom. It was also noted that Fall is usually a low point in enrolments in vocational programs as they are not semester based. The Vice-President, Education (G. Kilcup) provided updated figures indicating higher enrolments. The President advised that the College administration is investigating part-time programs for specific trades if the employment trends remain the same, to allow students to take training while they are working. Mr. Kilcup referred to the present profile of trades programs in the High Schools. The schools are not promoting these programs and we will be working with them to change this attitude. The Vice-President, Education (R. Lowe) commented on the improved enrolments in Business Programs. The Director of Continuing Education (K. Battersby) provided interim figures on C.E. enrolments indicating they are up over last year. Gross revenues in C.E. are also up 25% over the same period last year.

Student Follow-up Survey

The Dean, Educational Support (D. Francis) reviewed the report on the survey of former students. He and the Planning Officer (R. Cowin) answered questions from Board members. It was noted that the statistics from this survey can only be compared to the provincial average, as the Ministry will not release individual institutional data.

Provincial Access Committee Report

Members of the Education Committee will meet with the Consultation Team to respond to the Provincial Access Committee Report on Monday, October 31, 1988 at 4:00 p.m.

Scholarship Presentations

The November 16, 1988 Scholarship Presentation Ceremony at Aldergrove Secondary is the final one for the year. The President will ask Mr. Preston to present the College Scholarship at this ceremony.

The Dean, Educational Support (D. Francis) advised he will prepare notes for Board members to refer to when presenting scholarships on behalf of the College.

Next Meeting

The next Regular Board Meeting will be held November 23, 1988 at 7:00 p.m.

Adjournment

The meeting adjourned at 8:35 p.m.

CHAIRMAN

VICE-PRESIDENT,
ADMINISTRATION