



Present

Board

Kathleen Casprowitz / Chair
Rebecca Darnell / Vice Chair
Arvinder Bubber
Mathew Huff
Bob Perkins
Mark Thomas
Tung Chan

Ex-officio:

Takashi Sato / Chair, Education
Council
Skip Triplett / President

University College Vice Presidents

David Ross / Administration & Student Services
Judith McGillivray / Provost & Vice President,
Academic

University College Community Members

Roy Daykin / Associate Vice President, Finance
Sandi Klassen / Executive Administrator
Maxine Mott / Dean, Community & Health Studies
Jean Nicolson-Church / Operations Manager,
Community & Health Studies
Jacqueline Baron / Instructor, Nursing Resource
Centre
Grant Allan / Associate Vice President, Scholarship
& Research
Zena Mitchell / Manager, Marketing
Angela Tao / Manager, Budgeting & Assurance
Terri Van Steinberg / President, KFA

Regrets

Laurie Clancy
George Melville
Scott Nicoll
Ken Hahn
David Takahashi

Presentation

Community & Health Studies

Maxine Mott gave an overview of the programs offered through Community & Health Studies. Dr. Mott then introduced Jean Nicolson-Church and Jacqueline Baron, who continued the presentation in the Nursing Lab, informing the Board about the Nursing program and demonstrating how their simulation lab works. These life-like “patients” supplement student learning and alleviate some pressures in the clinical areas.

Call to Order

The Chair called the meeting to order at 6:53 pm.

**Confirmation of
Agenda**

Moved by Arvinder Bubber; seconded by Rebecca Darnell:
THAT the agenda is approved.

MOTION CARRIED

Email Motion

The following motion was emailed to the Board of Governors on February 27, 2007:

THAT the Board of Governors will sponsor tickets from the Board budget for the two student Board Members to attend the Kwantlen Gala on March 30, 2007.

MOTION CARRIED

**Assurance of
Successful
President
Performance**

Policy 3.4, Financial Planning / Budgeting

Tung Chan reported that the Audit Committee of the Board met on March 12, 2007 to review and monitor the proposed 2007/08 budgets. The Committee asked clarifying questions as part of their direct inspection of Policy 3.4. The Audit Committee then monitored Policy 3.4 and determined that the President is in compliance with the policy.

Budget Recommendations

As a result of their monitoring of Policy 3.4, the Audit Committee made the following recommendations to the Board of Governors:

**That the Board of Governors approve amendments to Bylaw No. 4, *Fees*.
That the Board of Governors approve the Operations Budget, 2007/2008,
the Furniture, Fixtures & Equipment Capital Budget 2007/2008 and the
Renovation & Facility Renewal Capital Budget 2007/2008.**

**President's Budget
Remarks**

Skip Triplett introduced the budget, noting that it is balanced in spite of the many challenges encountered in developing it. Mr. Triplett thanked David Ross, Roy Daykin and their divisions for developing a good budget in spite of the pressures.

David Ross commented on the pressures under which the budget was developed, with supplemental information provided by Roy Daykin.

The Board asked some clarifying questions, which were answered satisfactorily.

Consent Agenda

**Moved by Tung Chan; seconded by Arvinder Bubber:
THAT the Consent Agenda is approved.**

MOTION CARRIED

Items approved under the Consent Agenda:

- a. **Regular Meeting Minutes dated 20 February 2007**
- b. **Bylaw No. 4, *Fees***
- c. **Operations Budget 2007/2008**
- d. **Furniture, Fixtures & Equipment Capital Budget 2007/2008**
- e. **Renovation & Facility Renewal Capital Budget 2007/2008**

**Assurance of
Successful
Presidential
Performance**

Policy 3.1, *Treatment of Students and Customers*

Skip Triplett spoke to his interpretations and pointed out that last year's WorkSafe BC concerns had all been alleviated to their satisfaction. The Chair led the Board through the evaluation.

**Moved by Bob Perkins; seconded by Mathew Huff:
THAT the President is in compliance with Policy 3.1, *Treatment of
Students and Customers*.**

MOTION CARRIED

Upcoming Monitoring Reports

The President will monitor Policy 3.2, *Treatment of Employees* in April 2007.

Policy Development Association of Governing Boards (AGB)

Kathleen Casprowitz reported her observations from attending the conference. The report was distributed to Board Members and is on file in the Board Office.

Rebecca Darnell attended two sessions that other Kwantlen delegates did not. One was on governance and advocacy at a very high level, and the other was on legal issues. Four primary issues on campus in the USA are binge drinking, safety and security, student privacy and emergency preparedness.

Skip Triplett mentioned that the AGB will be of great value for our Board. All three attendees highly recommended this conference to other Board Members.

April Workshop Agenda

The Board agreed on the following agenda:

1. Institutional Leadership Needs / Kathleen Casprowitz

Board Scholarship / Award

Arvinder Bubber presented a report on the Board's options in forming a Board Scholarship / Award. One hundred percent of the Board has agreed to donate to the scholarship. After discussion, the Board made the following motion:

Moved by Arvinder Bubber; seconded by Rebecca Darnell:

THAT the Board approves the establishment of an endowment fund for a Board Scholarship with the following criteria:

Every student gets a chance

Available across all disciplines

The student reflects well on Kwantlen

Student attains excellence in their field (i.e. national, provincial, international recognition)

Not based on academic GPA

Spans all years of schooling

Kwantlen is proud to have that student

MOTION CARRIED

Sandi Klassen will ask the Foundation to contact each Board Member individually to accept their donation towards the Board Scholarship.

Appointment to the Strategic Leadership Development Committee

Moved by Tung Chan; seconded by Arvinder Bubber:

THAT the Board of Governors appoints Laurie Clancy to the Strategic Leadership Development Committee.

MOTION CARRIED

**Board Self-
assessment**

Policy 1.1, *Governing Style*

**Moved by Arvinder Bubber; seconded by Bob Perkins:
THAT the Board of Governors is in compliance with Policy 1.1, *Governing Style*.**

MOTION CARRIED

The Board monitored the following policy at the meeting:
Policy 1.2, *Board Job Description*

**Next Meeting
Agenda
Contribution**

The Board will forward agenda items to either Kathleen Casprowitz or Sandi Klassen prior to the next meeting.

**For the Good of the
Order**

The Chair thanked everyone for creating the endowment and for their participation in it.

Meeting Evaluation

Using Appendix G, *Evaluation of the Board as a Group*, Tung Chan commented on the work of the Board at this evening's Board meeting. He began by suggesting that the Board could improve upon their attendance at Board meetings. The Board encouraged diversity of viewpoints during discussion very well. He noticed that the Chair asked for participation. During the budget discussion, the students' point of view was well represented and they asked good questions. The Board focused on strategic leadership more than administrative detail during their discussion of the award because the Chair brought the discussion back to policy and criteria instead of the minutiae. During the budget presentation, the remarks were high level rather than too detailed. When discussing the April Workshop agenda, the Board focused more on the future than on the past or present. The reports from the Association of Governing Boards Conference clearly demonstrated that the Board's heart is in helping each other perform their jobs better, showing support for each other to be successful Board Members and the President to be successful in his work. The meeting went well; everyone participated and had meaningful contributions.

Adjournment

The meeting adjourned at 8:25 pm.

BOARD CHAIR

**VICE PRESIDENT Administrative &
Student Services**