



# Kwantlen College

*MINUTES  
BOARD REGULAR MEETING  
Wednesday 24 January 1990  
7:30 pm  
Newton Boardroom*

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<i>Present</i>	<i>Board Members</i>	<i>College Staff</i>
	K.W. Williams (Chairman) A. Milne D. Brawn G. Evans T. Gillespie R. Jacques G. Preston M. Montgomery R. Bernatzki	A. MacLaughlin (President) L. Hibbert (Director Financial Services) G. Kilcup (Vice-President Education) R. Lowe (Vice-President Education) D. Francis (Vice-President Educational & Organizational Support) S. Triplett (Director Marketing)
<i>Regrets</i>	R. Lisson	
<i>Call to Order</i>	<p>The Chairman called the meeting to order at 7:50 pm.</p> <p>The Chairman apologized for the late start to the Meeting; at 4:00 pm the Board and Senior Administrators of the College met with The Hon. Bruce Strachan, Minister of Advanced Education, Training and Technology; Shell Harvey, Assistant Deputy Minister and Robin Ciceri, Director Lower Mainland Colleges. At 6:00 pm, the Facilities Committee convened followed by a presentation to the Board of the New Richmond Campus Concept Design by Aitkens Wreglesworth Association.</p> <p>The Chairman welcomed all to the first meeting of 1990; in particular, the participants for the Science Presentation; Brigitte Peter-Cherneff, New Richmond Campus College Liaison Officer; Kevin Nolan, Student Association; Dick Koch, New Richmond Campus Project Manager; and Zahir Dossa, New Surrey Campus Project Manager, who is attending his first meeting in the capacity as Project Manager.</p>	
<i>Confirmation of Agenda</i>	<p><u>Moved</u> by A. Milne, <u>seconded</u> by M. Montgomery :</p> <p>THAT the Agenda be adopted as circulated.</p> <p style="text-align: right;"><u>CARRIED</u></p>	
<i>Approval of Minutes</i>	<p><u>Moved</u> by G. Evans, <u>seconded</u> by R. Bernatzki :</p> <p>THAT the Minutes of the Regular Meeting dated 22 November 1989 be approved as circulated.</p> <p style="text-align: right;"><u>CARRIED</u></p>	

Highlights of  
Board Retreat

Moved by T. Gillespie, seconded by D. Brawn :

THAT the Highlights of the Board Retreat held 21 October 1989 be accepted.

CARRIED

Presentation:  
COLLEGE  
SCIENCE  
FACULTY

R. Lowe, Vice President Education Academic & Applied Studies thanked the Board for the opportunity to present an overview of the Science Faculty of the College. At present, there are 4,500 course registration in Science; the long term goal is to establish a strong Science Faculty in Richmond. The Vice President introduced the Science Faculty Members as follows:

John Wong-Hen	Physics
Claude Lassigne	Chemistry
Ron Johnson	Mathematics
Pat Thomas	Biology
Jim Urquhart	Geography/Geology

**PHYSICS/John Wong-Hen**

The College offers two streams of first year physics courses; one geared for students in the life sciences and the other for students in the applied and physical sciences. We also offer a prep course for students who come out of high school without Physics 11 or 12. The enrolment in these courses has steadily increased over the years. The College is planning to offer second year courses at the New Surrey Campus. A first year Applied Science & Engineering Program is being offered at the Richmond Campus and is now being offered at the Surrey Campus. The College believes non-science students are interested in acquiring an understanding of some of the basic principles of science as well as an understanding of some of the revolutionary ideas and discoveries of our time. Therefore, the Physics discipline designed two consecutive one-semester courses, unique to the College system, called 'Invitation to Physics I' and 'Invitation to Physics II' for our non-science students.

**CHEMISTRY/Claude Lassigne**

In Chemistry, eight different courses are offered starting with CHE 094 (Preparatory Course) to second year University Transfer courses in organic, inorganic and physical chemistry. This wide range of courses allows students of varying backgrounds to enter chemistry at various points of their science education. The majority of students take chemistry as a service course to be used for their studies in other areas such as medicine, dentistry, agriculture, veterinary medicine, forestry, agriculture, engineering and health sciences.

**MATHEMATICS/Ron Johnson**

The Math Group provides a service to other College disciplines; as demand for courses increases in other disciplines, we experience a corresponding increase in the demand for math courses. A problem, at present, is the effect on our course content of the new calculator technology that is currently coming onto the market. We must now decide if students will be permitted to use these calculators in our classes, and if so, should the course content be changed to decrease the stress placed on graphing techniques. The Math Group will be discussing this problem during our spring meetings.

### **BIOLOGY/Pat Thomas**

The Biology Program at the College uses the Audio-Tutorial method to teach students basic biological principles. The first year courses offered are designed to meet the transfer requirements in degree programs at the three Universities in major areas such as Pharmacy, Pre-Nursing and Veterinarian Science. At the second level, the courses are design to meet specific requirements of the Universities such as Cell Biology, Genetics and Ecology.

### **GEOGRAPHY/Jim Urquhart**

The Colleges Environmental Studies Program integrates geographical and geological perspectives; students receive instruction and learn about the earth, atmosphere and environments with emphasis on human social and economic development and impact. The College offers University Transfer credit in 12 different courses leading to one year transfer credit in Geology and two years in Geography. The College provides special laboratory science courses for non-science students in physical geography and also provides a Canadian Geography course required for Teacher Certification at University Faculties of Education. Courses are available at Richmond, Surrey and Langley and over the past few years the Environmental Studies Program has achieved one of the highest enrolment ratios among the Science programs. Major plans include expansion to second year geology at Surrey in the Fall 1991; expansion of offerings in geography to second year at Richmond by Fall 1991; and continue expanding offerings at Langley.

After a brief question and answer period, the Chairman thanked the Science Faculty for a very informative presentation.

### **Chairman's Report**

The Chairman thanked the Vice-Chairman for filling in for him while he was on vacation.

Lyle Johnson, a former Board Member, passed away 03 January; the Chairman circulated a thankyou note received from the family for the floral tribute.

On behalf of the Board, the Chairman expressed appreciation to the President, Vice President Educational & Organizational Support and the staff for the preparation of data and information to assist the Board Members to prepare for the Minister's visit.

On 19 December, the Langley Board Representatives, the President and the Chairman met with Langley Community Leaders to discuss Fine Arts. The Chairman will ask for responses from the Board Members later in this meeting.

The Chairman advised the Board that the President has been asked to present a written report to be included in the Board package rather than verbally.

### **President's Report**

The President reported on two additional items as follows:

- The Director of Marketing has spoken with Mr. Allen MacCallum, a member of the Federal Conservative Party who is starting a Kwantlen Scholarship Fund in the amount of \$10,000 in memory of Lyle Johnson.
- Adrienne attended a luncheon on 19 January, hosted by MLA Carol Gran who spoke in relationship to her mandate as Minister of Women's Programs

and her priorities being child care, education and housing.

Moved by A. Milne, seconded by R. Bernatzki :

**THAT the President's Report be accepted.**

CARRIED

#### BCAC Report

G. Evans requested M. Montgomery to review the Special General Meeting held in December 1989. G. Evans was unavailable to attend; M. Montgomery and A. MacLaughlin attended the Special Meeting. The new Organization was discussed by Board representatives from each College and Institute, College Presidents and BCAC Board. The new Organization was given the 'go ahead'; G. Evans advised that the representatives have been requested to submit suggestions for a new name for the new organization. One suggestion that developed from the meeting was 'B.C. Association of Advanced Education'. G. Evans requested name suggestions to be submitted to her before the next meeting of BCAC in March.

The 1990 Annual General Meeting will be held at Whistler from the 14th to 16th June.

G. Evans advised that the Vice President Educational & Organizational Support will be making a recommendation to the Board regarding the \$400.00 One-time Scholarship received from ACCT and the Ministry.

T. Gillespie advised that he is a member of a BCAC Committee for Board Appointments; he requested suggestions and input from the Board regarding the process of Board Appointments to be passed to him between now and the next Meeting. The President stated that there are some Colleges who have six new members which creates a difficult situation; experience and continuity must be maintained.

#### Report of Facilities Committee

##### *New Richmond Campus Project Status Report*

The Project Manager reviewed Status Report #3 for the period ending 15 January 1990 advising that a full report regarding the soils analysis should be complete by the end of the month. The design status and space plan has been ratified, the net assignable square feet may vary a little, up or down, as plans progress. Three meetings have been scheduled with the Users' Groups to review the space plans in depth. Meetings have been scheduled with the Richmond Municipality to review road access. The Project Manager advised that the Project is 'on budget', no contingency funds have been released and there has been a slight schedule slip; the schematic design will be presented in late March.

##### *New Surrey Campus Project Manager's Report*

The Project Manager reviewed the Monthly Progress Reports for the period 15 November 1989 to 12 December 1989 and 13 December 1989 to 15 January 1990 and advised that the construction is approximately 75% complete.

The Budget was reviewed and the Project Manager stated that the reduction in

the variance is made up of \$42,000 of claims received from the contractor for pavement delays which had not been allotted in the previous budget. He stated that the Budget is sufficient but tight and could not accommodate a major change at this stage.

The paving should be completed by late May, if the weather improves.

Moved by A. Milne, seconded by D. Brawn :

THAT the Project Manager's Reports for the New Richmond Campus and the New Surrey Campus be accepted.

CARRIED

Moved by A. Milne, seconded by R. Bernatzki :

THAT the Draft Minutes of the Meeting of 22 November 1989 be accepted.

CARRIED

Report of  
Education  
Committee

*Draft Langley Educational Plan*

The Committee Chairperson requested the President to review the list of programs the College would like to offer. The President advised that the College has been conducting a Feasibility Study into what type of Performing Arts Programs are needed; the study has revealed that Performing Arts should be centered around Music.

Moved by M. Montgomery, seconded by G. Evans :

THAT the Board approve the Langley Educational Plan.

CARRIED

*Graduation Speaker*

Moved by M. Montgomery, seconded by G. Evans :

THAT the Board approve the following list, and in the order listed, that this year's graduation speaker be chosen from:

- Rick Hanson
- W.P Kinsella
- Dr. D.W. Strangway, President UBC

CARRIED

*Advisory Committee Recommendations*

Moved by M. Montgomery, seconded by A. Milne :

THAT the Board approve the following appointment recommendations:

- Child Care Programs                      Dawn Bourne

- Journalism                      Jeff Beamish
- Bill Lam
- Interior Design                Barry Marshall
- Cal Slinn
- Fashion Arts                   Sally Hudson
- Graphic & Visual Design      Willie Kozushko
- Bill Hine
- Fern Martel
- Long Term Care                Pat Turner
- Office Administration        Dawn Glazier
- Kerry Taylor
- Chris Lelievre
- Brenda Bourque

CARRIED

#### *Cooperative Education Proposal*

The Committee Chairperson requested the Vice President Education Academic & Applied Studies to review the proposal. R. Lowe reported on the process implemented to draft the Proposal and stated that the two programs involved are 'Boat Building/Repair & Marine Construction' and 'Environmental Waste Management Technology'. There were 15 proposals submitted to the Ministry; seven of these are being forwarded to the Federal Government for funding; Kwantlen's submission is included; these proposals will be adjudicated in February and the College will be informed if our proposals are successful.

R. Lowe advised that the response for placement of students in both these cooperative programs is very high; there has already been requests from employers. R. Lowe will circulate full copies of the proposal to those Board Members who wish to receive one.

Administration  
& Human  
Resources  
Committee

#### *Monthly Financial Statements*

Moved by R. Bernatzki, seconded by A. Milne :

THAT the Monthly Financial Statements for the periods ending 30 November 1989 and 31 October 1989 be filed for audit.

CARRIED

#### *Debentures*

Moved by R. Bernatzki, seconded by R. Jacques :

THAT the College be authorized to issue and sell to the British Columbia Educational Institutions Capital Financing Authority a Debenture in the principal amount of \$2,000,000 to meet capital expenses for College purposes.

CARRIED

Moved by R. Bernatzki, seconded by A. Milne :

THAT the College be authorized to issue and sell to the British Columbia Educational Institutions Capital Financing Authority a Debenture in the

principal amount of \$1,500,000 to meet capital expenses for College purposes.

CARRIED

*Policy Manual*

Moved by R. Bernatzki, seconded by G. Preston :

THAT the Board approve the numbering system, as proposed, for the Policy Manual.

THAT the Board approve the proposed definitions of 'Bylaws', 'Board Policies' and 'College Operational Policies'.

THAT the Board request Administration to develop the following policies for the approval of the Board:

- Program Profile Approval
- Program Assessment and Review
- Collective Agreement/Approval and Bargaining
- Expenditure Plan Approval
- Goals of the College
- Strategic Plan
- Admission Requirements
- Suspension of Students
- Requirements for Graduation with Citation
- Requirements for Graduation with Certificate
- Requirements for Graduation with Diploma
- Requirements for Graduation with Distinction
- Administration of Funds, Endowments and Assets
- Promotion of Programs

CARRIED

*Student Funding Proposal*

The 'Proposal for a Royal Commission on the Funding and Affordability of Post-Secondary Education' was received as information with the understanding that the Board would try to support the students in their activities and make education affordable as best as possible through scholarships, etc. A. Milne suggested that the Board review the Proposal and at the next Administration & Human Resources Committee Meeting some specific points may be dealt with on their own merits.

The Board agreed that the above would be done at the next Committee Meeting.

*Minutes*

Moved by R. Bernatzki, seconded by A. Milne :

THAT the Draft Minutes of the Administration & Human Resources Committee Meeting held on 17 January 1990 be received for information.

CARRIED

Enrolment Report	The Board agreed, unanimously, to accept the new format for the Enrolment Reports presented to the Board following the Fall and Spring registrations.
Board Members	<p>G. Evans summarized the seminar she attended at the University of British Columbia entitled 'Becoming an Effective Board Member'.</p> <p>R. Jacques commented regarding the Minister's Visit stating that the President and Vice President made very good presentations. He also stated that the Architects Presentation regarding the New Richmond Campus was very informative.</p>
Next Meeting	<i>The next meeting of the Board is scheduled for WEDNESDAY 28 FEBRUARY 1990; 7:00 pm; Newton Campus.</i>
Adjournment	As there being no further business; the meeting adjourned at 9:20 pm.

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CHAIRMAN

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VICE PRESIDENT  
ADMINISTRATION