



**MEETING  
MINUTES OF THE BOARD**

Tuesday, November 26, 2019  
4:00 pm in Classrooms 3 & 4  
CapU Lower Lonsdale

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<b>Board</b>		<b>Staff</b>
Cherian Itty, Chair	Layne North	Jennifer Ingham, VP of University Relations
David Fung, Chancellor	Majid Raja	Jacqui Stewart, VP Finance & Admin
Duncan Brown, Vice Chair	Michael Fleming	Laureen Styles, VP Academic & Provost
Paul Dangerfield, President	Mila Mattson	Toran Savjord, VP Strategic Planning
Andrew Petrozzi	Patricia Heintzman	Lesley Cook, EA to the Board of Governors
Ash Amlani	(by teleconference)	
Barbara Joe	Rodger So	
Grace Dupasquier	R. Paul Dhillon	
	(by teleconference)	

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		<b>Guest</b>
		Stephen Williams, Senate Vice Chair

*We respectfully acknowledge the Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.*

The Chair called the meeting to order at 4:36 p.m.

**1. Approval of Agenda**

Item 2 New Board Members and Oath of Office was removed from the agenda because it was addressed during the in-camera meeting (which preceded the open meeting).

It was moved (Ash Amlani), seconded by (Michael Fleming) and resolved;

*THAT the agenda be approved as amended.*

**2. Consent Agenda**

It was moved (Duncan Brown), seconded by (Andrew Petrozzi) and resolved;

*THAT the Board approve the following items on the consent agenda:*

3.1. Minutes from the September 24, 2019 Board Meeting

3.2. Board Committee Reports:

3.2.1. Executive Committee

3.2.2 Finance and Audit Committee

3.2.3 Governance Committee

3.2.4 Investment Management Committee

3.3. Correspondence

### **3. Board Chair's Report**

Board Chair, Cherian Itty reported on the meeting held with President Paul Dangerfield and representatives from the Capilano Students' Union. He provided an update on a recent meeting to discuss fundraising with President Paul Dangerfield, Chancellor David Fung, Keith Cross, former Foundation Board Chair. Cherian reminded the Board of the December 3 Joint Board and Senate Networking Social.

### **4. Senate Reports**

Senate Vice Chair, Stephen Williams recognized all the good academic work seen at Senate which will be further assisted by the annual 5-year program review schedule presented by VP Academic and Provost, Laureen Styles. The Senate's Policy Committee continues to diligently work on updates and the Budget Advisory Committee continues to meet regularly.

Board Liaison, Ash Amlani, reported that she attended the November 5 Senate meeting, her first Senate meeting. She noted that it was an interesting and informative experience, different to meetings of the Board. Her goal is to attend as many as she can as liaison and as a guest.

### **5. President's Report**

Paul expressed that he was thrilled to meet with the Board of Governors in the new space at CapU Lower Lonsdale and he remarked on the accomplishment for CapU. Highlights of the President's Report are that Envisioning 2030 and the Integrated Plan are near completion. Paul will host the first annual We Believe Breakfast, a CapU fundraiser in support of empowering women in education next week.

### **6. Finance and Audit Committee**

#### **6.1 B.214 External and Internal Audit Policy**

Patricia Heintzman introduced the policy. Cherian commented that it was helpful to know the review and approval process of the policy development. The recommendations from the MNP consultants are included in the redline version of the policy, included in the agenda package.

It was moved (Patricia Heintzman), seconded (Ash Amlani) and resolved;

*THAT the Board of Governors adopt B.214 External and Internal Audit Policy as amended by MNP.*

#### **6.2 B.213 Travel and Business Policy**

Jacqui provided an overview of the policy as requested by the Board Chair. She took questions from the Board and clarified the intended meaning of cost effective means as used in the policy. Both cost and time must be considered for each circumstance.

It was moved (Grace Dupasquier), seconded (Patricia Heintzman) and resolved;

*THAT the Board of Governors adopt B.213 Travel and Business Expenses Policy.*

There were no questions regarding the two motions to rescind B.208 and B.207. As such the Board decided to rescind both together, in one motion.

It was moved (Ash Amlani), seconded (Duncan Brown) and resolved;

*THAT the Board of Governors rescind B.208 Expenses Reimbursement Policy and B.207 Expenses and Reimbursements (Board).*

### 6.3 B.212 Honoraria and Gifts Policy

Patricia introduced the policy and took questions from the Board. It was noted that policies should be viewed as framework to help guide decisions.

It was moved (Patricia Heintzman), seconded (Ash Amlani) and resolved;

*THAT the Board of Governors adopt B.212 Honoraria and Gifts Policy.*

## 7. Bachelor of Arts with a Major in Psychology

Laureen gave an overview of the program's development as it pertains to CapU's institutional academic process and explained the staged process at the request of the Board Chair. This program builds on the strengths of the existing associate degree (that has strong student enrolment), such as the applied and theoretical course work, with the view that students will transition to a professional workplace and that the program will also provide opportunities that lead to graduate work. Engagement with Indigenous communities, continuing to evolve approaches to include Indigenous perspectives and indigenize the curriculum is also part of the development process and these processes will continue. Planning includes considerations for an increase in student FTE, faculty recruitment, and careful course planning of new sections for a successful staged implementation if approvals are achieved. She acknowledged and thanked the team for the hard work that went into development of the program.

It was moved (Majid Raja), seconded (Grace Dupasquier) and resolved;

*THAT the Board of Governors approve the Bachelor of Arts with a Major in Psychology, Bachelor of Arts with a Major in Psychology (Hon.), Concentration in Applied Psychology, and Minor in Psychology Full Program Proposal (Stage 2), as presented, for Minister of Advanced Education, Skills, and Training approval.*

**Action:** Laureen Styles to include the program development process flow chart in all packages going forward.

## 8. CUAU Chancellor Search Committee

Jennifer Ingham provided an update for the Board and explained that Chancellor David Fung's last day as Chancellor will be June 7, 2020. The Capilano University Alumni Association, responsible for recruiting a new Chancellor, has established a search committee with a formal process and a terms of reference. Jennifer sits on the Committee as well as two Board members Grace Dupasquier and Duncan Brown. The Committee will discuss candidacy criteria at their next meeting. The goal is to find a successor by February 2020.

## 9. Finance & Audit Committee: Confirmation of Vice Chair

R. Paul Dhillon left the meeting at 5:49 pm.

It was moved (Cherian Itty), seconded (David Fung) and resolved;

*THAT the Board of Governors confirms the Chair of the Board's appointment of Rodger So as Vice Chair to the Finance and Audit Committee.*

## 10. Universities Canada Update

Laureen Styles provided an update on the Universities Canada membership application. A visiting committee will meet with a variety of constituent groups including senior leaders, faculty, staff and students, members of the Board and Senate on January 16 and 17. This is Capilano University's chance to self-identify. She encouraged the Board to think about their experience as a Board member when engaging in conversation. Universities Canada's objective is to assess CapU against the membership criteria. If recommended by the visiting committee and the Board, a vote will be put forward to the membership of Universities Canada in October 2020.

Laureen also gave a quick update on CapU's "exempt status". Timelines and the approach to the application process are under consideration for optimal, beneficial results. It was clarified that "exempt status" and the Universities Canada membership are governed by separate organizations. Universities that are a member of Universities Canada do not automatically have their programs approved.

**Action:** Laureen to provide the Board of Governors with details regarding the Board's meeting with Universities Canada in January.

## 11. Adjournment

The Regular Meeting of the Board adjourned at 6:00 pm.