



MINUTES

BOARD OF GOVERNORS MEETING

Tuesday, April 29, 2025
4:45 – 6:35 pm
Main Campus, BR126

Present: David Ayriss, Board Chair
RJ Wallia, Board Vice Chair
Laureen Styles, Interim President & Vice-Chancellor
Troy Abromaitis, Appointed Member
Janet Cox, Elected Non-Faculty Member
Amina El mantari, Appointed Member
Shelley Frost, Appointed Member
Owen McLachlan, Elected Student Member
Pegah Yaghmaie, Elected Faculty Member
Sam Tecle, Elected Faculty Member

Regrets: Yuri Fulmer, Chancellor
Rodger So, Board Vice Chair
Sophia Kara, Elected Student Member
Katrina Paddon, Appointed Member

Resource: Kartik Bharadwa, VP People, Culture & Diversity (PCD)
Kari Wharton, VP University Relations
Tracy Penny Light, Interim VP Academic & Provost
Toran Savjord, VP Strategic Planning, Assessment & Institutional Effectiveness
Deb Jamison, Senate Committee Vice Chair
Melissa Nichol, Strategic Director, PCD
Rav Goodison, AVP Digital Technology Services (DTS)
Jacquetta Goy, Director, Risk Management
Chris Jacques, Director, DTS Student & Academic Solutions
Brittany Haavaldsrud, Manager of Philanthropy & Alumni Relations
Angela Ruggles, EA to VP Finance and Administration
Marianne Johnstone, EA Board Secretariat (minutes)

The meeting started at 4:45 pm.

David Ayriss, Chair of the Board of Governors, opened the meeting by noting that Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. On behalf of the Board, he respectfully acknowledged that our campuses are located on the territories of the Lílwat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) Nations.

On behalf of the Board, David took a moment to recognize our Filipino community in the wake of the tragedy at the Lapu Lapu Day Festival on April 26th.

1. Approval of Agenda

It was moved by Shelley Frost, seconded by RJ Wallia and resolved:

THAT the agenda be approved as presented in this meeting.

2. Welcome

David Ayriss, Board Chair welcomed Dr. Laureen Styles in her new role as Interim President and Vice-Chancellor and Louisa Lun as a newly appointed Member of the Board of Governors.

3. Consent Agenda

It was moved by Shelley Frost, seconded by Amina El mantari and resolved:

THAT the Board approve the following items on the Consent Agenda:

3.1. Minutes from the February 25, 2025 Board Meeting

3.2. Board Committee Reports

3.2.1. Executive and Human Resources Committee

3.2.2. Governance and Planning Committee

3.3. Correspondence

3.3.1. Letter from BC Crown Agencies Secretariat with OAG Audit titled “BC Public Sector Boards: Oversight of the Appointment Process”

3.3.2. Letter from CSU re TransLink UPass Fee

4. Placeholder from the Consent Agenda

There were no items pulled from the Consent Agenda for discussion.

5. Board Chair’s Report

David Ayriss, Board Chair reminded Board members that they have received a survey from Capilano University Institutional Research and encouraged them to complete the survey. David highlighted the University-wide events that happened over the last two months that have increased engagement with philanthropy and alumni support.

6. Senate Report

Deb Jamison, Senate Committee Vice Chair provided an update on the March and April senate meetings.

March 2025 – In response to a question by Dr. Elder Latash at the January 2025 meeting, the Senate was advised that there have been 89 indigenous students who graduated between 2023 and January 2025. The Senate approved the Terms of Reference of four Senate committees. The Teaching and Learning Committee continued discussion on the Academic Qualifications Policy; the CTE Annual Symposium is scheduled April 30 – May 1; work is underway in developing a new land acknowledgement. Senate met in camera to discuss the nominations brought forward by the Tributes Committee for Honorary Degree recipients.

April 2025 – Deb has been acclaimed as Senate Vice-Chair for 2025-26. The Academic Planning and Review Committee met and provided feedback on self-study reports from three School of Humanities Associate of Arts Degrees and two Institute of Interdisciplinary Studies programs. The Committee was informed that the Faculty of Fine & Applied Arts has discontinued work on the Diploma in Contemporary Musicianship concept paper. The Senate approved the Senate Graduate Studies Committee Terms of Reference; revisions to the Grading Profile Policy; and revisions to the Attendance Policy. The Teaching and Learning Committee received correspondence regarding the use of digital assessment tools and the impact that the cost has on students regarding affordability, access to education and academic fairness. The Committee received a report on course modularity guidelines development. Creative Activity, Research, Scholarship and Graduate Studies (CARS) awarded seven faculty with new research grants. The Senate honoured Paul Dangerfield at his last meeting and acknowledged his leadership, influence and impact at Capilano University. Senate met in camera to discuss the nominations brought forward by the Tributes Committee for Faculty Emeritus recipients.



7. President's Report

Dr. Laureen Styles, Interim President, provided an update on University activity and achievements since the last Board meeting. Laureen expressed her gratitude to the Board of Governors for trusting her with the duties of Interim President and Vice-Chancellor. Laureen highlighted how strategic plans continue to position us to address the 6 values identified in Envisioning 2030: Innovation as a result of curiosity and imagination; Commitment to Truth and Reconciliation, Indigenization and decolonizing approaches; Collaboration, authenticity and belonging; Health and well-being as a cornerstone of our culture; Transparency and honesty in everything we do; and Sustainable actions to enable a better place for future descendants.

Laureen remarked that she has already attended four events on campus that improve student, staff and community connection: The Opening Ceremony for the Fulmer Family Centre, The Employee Long Service Awards, the CTE Teaching and Learning Symposium, and the Faculty and Student Research Symposium.

8. Digital Transformation Strategy

Rav Goodison, AVP Digital Technology Services (DTS) provided an update on the Digital Transformation Plan.

Chris Jacques, Director DTS Student & Academic Solutions elaborated on the Digital Roadmap.

Troy Abromaitis transitioned from online to in-person at 5:38pm.

9. People Plan Update

Kartik Bharadwa, VP People, Culture & Diversity provided an update on the People Plan. Kartik described how the People, Culture and Diversity department (PCD) is working with employees and with the CapU community to build engagement. Kartik explained that the People Plan actions will be continually updated and metrics on progress will be measured via our engagement survey which happens every two years. Kartik highlighted how PCD will operationalize the plan and noted that early leadership training is important to help build from the bottom up. Kartik discussed the five pillars of the plan. Kartik highlighted engagement activities that are already underway to help build out communication, like the employee awards program. In response to a question, Kartik explained that we are looking at using an Employee Net Promoter Score (eNPS) survey for more regular feedback as well.

10. Executive and HR Committee

10.1. B.310 Public Interest Disclosure Policy Update

Jacquetta Goy, Director, Risk Management presented the proposed changes to this policy. Jacquetta explained that the policy was last reviewed in 2023. The changes to the policy are to align it with both the BC Public Interest Disclosure Act (PIDA) and guidance and training from the BC Ombudsperson. The main changes to the policy are that a person disclosing has to be a current employee or Board member or have been an employee or Board member when the wrongdoing occurred or was discovered. Additionally, the definition of wrongdoing in the policy has been narrowed to more closely match PIDA requirements. The new policy



includes strengthened language on protection for reprisal for the discloser, including risk assessment and identity protection. There is also more clarity on the Ombudsperson's office role. The process for disclosing has been simplified and there will be an online form on the Governance page of the CapU website. The designated officer for financial disclosures will be Tally Bains, VP Finance and Administration and the designated officer for all other disclosures will be Kartik Bharadwa, VP People, Culture & Diversity. The new webpage will include links to training, guidelines and contact information for the Ombudsperson.

It was moved by Owen McLachlan, seconded by Pegah Yaghmaie and resolved:

THAT the Board of Governors approve the revised B.310 Public Interest Disclosure Policy as presented.

10.2. B.506 Standards of Conduct Policy Update

Jacquetta Goy presented proposed changes to the Standards of Conduct Policy and the Conflict of Interest Policy. Jacquetta explained that the rationale for the changes is to align the policies to the updated Public Interest Disclosure Policy. Of note, revisions to the Standards of Conduct policy increase the nominal gift amount from \$50 to \$200.

It was moved by Troy Abromaitis, seconded by Owen McLachlan and resolved:

THAT the Board of Governors approve the revised B.506 Standards of Conduct Policy as presented.

10.3. B.517 Conflict of Interest Policy Update

It was moved by Owen McLachlan, seconded by Troy Abromaitis and resolved:

THAT the Board of Governors approve the revised B.517 Conflict of Interest Policy as presented.

10.4. Chancellor Search Procedure

Brittany Haavalsrud, Manager of Philanthropy & Alumni Relations provided the background on and reviewed the Chancellor Search procedure. She reviewed the weighted score matrix and the updated job description which now aligns more clearly with Envisioning 2030 and Illuminating 2030.

The Board suggested two changes to the weighted criteria.

It was moved by RJ Wallia, seconded by Amina El mantari and resolved:

THAT the Board of Governors approve the revised Chancellor Search Procedure as presented provided the following amendments are made to the Weighted Criteria.

11. Governance and Planning Committee

11.1. Board of Governors Governance Manual

Angela Ruggles, Executive Assistant to VP Finance & Administration explained the rationale behind the proposed changes to the Board of Governors Governance Manual. Melissa Nichol,



Strategic Director, People, Culture & Diversity explained how the proposed changes regarding the Board's role in labour relations would bring the Governance Manual and the PSEA Board Handbook into alignment. The collective bargaining process is conducted with the President and PCD, who provide regular updates to the Board during collective bargaining. The role of the Board is to ratify a collective bargaining agreement and not to be involved in day-to-day bargaining itself. After the Board ratifies, it moves to PSEA for final ratification.

Angela Ruggles provided an overview of the two additional changes to the manual made by the Board Secretariat. The first change was to add that the administration of the oath of office/ annual declaration can occur at a committee meeting as well as at a board meeting. This change enables board members to participate in committee meetings without having to wait until they have first attended a Board meeting. The second change provides clarification of the election of the Board Chair and Vice-Chair and indicates that they assume their roles immediately following the completion of the election.

It was moved by RJ Wallia, seconded by Pegah Yaghmaie and approved:

THAT the Board of Governors approve the revisions to the Board of Governors Governance Manual as presented.

12. Meeting Close

The meeting ended at 6:41 pm.

