

**Kwantlen University Student Association**  
**Board of Directors Meeting Agenda**  
**Friday, May 12th, 2006 @ 12:00 PM**  
**SURREY CAMPUS – KSA Offices**

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- A. Introductory Procedures**
  - 1. Call to Order
  - 2. Confirmation of Chair
  - 3. Adoption of Agenda
- B. Membership**
  - Introduction
  - New Members
  - Declaration of Vacancies
- C. Presentations to the Board**
  - Presentation to the Board by the President
- D. Approval of Minutes**
  - April 28, 2006
- E. President's Report (Attachment 1)**
- F. Staff Report**
- G. Unfinished Business of the Previous Meeting**
  - Disabilities Motion (Attachment 2)
- H. Campus Council Reports and Motions**
  - 1. Langley Campus Council Report
  - 2. Newton Campus Council Report (Attachment 3)
  - 3. Richmond Campus Council Report (Attachment 4)
  - 4. Surrey Campus Council Report (Attachment 5)
- I. Liaison and Governance Representative Reports and Motions**
  - 1. Disabilities Report (Attachment 6)
  - 2. Aboriginal Liaison (Attachment 7)
- J. Executive and Executive Committee Reports**
  - 1. Vice President Internal Affairs Report (Attachment 8)
  - 2. Vice President Events & Student Life Report (Attachment 9)
  - 3. Treasurer Report (Attachment 10)
- K. Other Business**
- L. Submissions**
- M. Next Meeting**
- N. Adjournment**

**Kwantlen University Student Association  
Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 1:** President's Report

**Prepared by:** Danish Butt

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I have been absent for 6 working days, but the moment I got back it was back to the grind. Myself and Aaron had a meeting with David Ross on May 9 (Tuesday). We discussed important issues such as the purchasing of our own building, updated him on how are internal working have been since the "incident", and how we would like the building opened at 7:15a.m so that Joe or Chris from the Café are able to prepare for the morning rush. Mr. Ross also threw out the idea of perhaps co-hosting events with the faculty for the 25<sup>th</sup> anniversary of the University. Gallivan and Associates also paid Aaron and I a visit to discuss certain matters pertaining to our health and dental coverage, I would urge the board to meet with all the gentlemen, because they have traveled a long distance to be enlightened by the board as to why some members are disgruntled with the plan. WHERE ARE THE CAMPUS COUNCIL HANDBOOKS????

**Kwantlen University Student Association  
Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 2: Disabilities Motion**

**Prepared by: Ken McIntyre**

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Disabilities Motion on Regulations Error

Whereas:

The regulations stipulate that Liaisons cannot hold any other position in the KSA and that any other official cannot hold a liaison position in conjunction with any other position within the KSA and;

It is the expressed wishes of the KSA Board of Directors that Ken McIntyre retains the portfolio of the Disabilities Liaison in conjunction with his duties as Surrey Director;

I recommend the following motion:

**Motion:**

**BIRT the regulations be suspended, BIFRT Ken McIntyre retains the portfolio of Disabilities Liaison, in conjunction with his duties as Surrey Director.**

## **Kwantlen University Student Association Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 3:** Newton Campus Council Report

**Prepared by:** Ajay Cheema

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### 1. Bulletin Boards

- have been working on cleaning up the bulletin boards. Put up some new postings that I received from students.
- took down old and unstamped postings.

### 2. NCC Meeting

- was held on Monday May 1<sup>st</sup> 2006, with Sunny Kahlon and myself present.
- various topics were discussed, like event ideas and the vacant member at large position.
- next meeting TBA.

### 3. ECC Meeting

- attended the ECC meeting last month.
- various event ideas were discussed and I got an update as to what is going on at the other campuses.

### 4. Newton Campus Event

- a Samosa and Pop day was held on Wednesday May 3<sup>rd</sup> 2006.
- it was a very good turn out, the best thus far as Sunny and I promoted the event well by putting up signs around the campus.
- next event TBA.

### 5. Member at Large

- there is still a vacancy for one of the member at large positions at Newton.
- Campus Council has a couple of names in mind but has yet to come to a decision as to who to appoint.

## **Kwantlen University Student Association Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 4:** Richmond Campus Council Report

**Prepared by:** Kulvir Gill

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These past few in Richmond have been a huge adjustment for our campus council, we have seen a huge decrease in student population that usually occurs in the summer semester. We have been re-working our boards, so they are more organized and easy to post for a certain category. I have been working with a student on a adopting “Pole to Pole” a leadership orientated group focusing on teaching young adults leadership skills and sending them around the world for free. We have purchased a brand new set of couches and hope to paint the lounge later on this summer. Lastly we are having our event on May 17 and the theme is going to be chosen by Kelly and Tee.



# Kwantlen University Student Association Board Meeting Agenda

**May 12th, 2006**

**Attachment No. 5:** Surrey Campus Council Report

**Prepared by:** Ken McIntyre

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## **Campus Council Meetings and Activities**

- We had a campus council meeting on May 4 2006, the minutes for that meeting have been typed up and ready for distribution
- Due to being in between semesters we had only minimal attendance, however we expect to have better attendance at our next Campus Council meeting
- The next Surrey campus Council meeting will be held on May 18 2006 at noon, in the Surrey campus Office
- Surrey Campus Council will be holding a Donut day event on May 24 2006 for students to come out and meet their elected officials for the Surrey campus

## **Campus Council Issues**

- The idea of a student food bank on the Surrey Campus remains unresolved and will be put to a vote at the next meeting, when more members are present
- The process of getting all the office hours posted is coming along and by the time this report is presented at the meeting the hours should be posted
- We have introduced a log in sheet to keep better track of office hours worked

## **Campus Council Events and Projects**

- A motion was passed releasing \$150.00 for the donut day event from the Surrey Campus Council Line Item
- We received a more accurate amount we have left in our budget for the fiscal year
- The Campus Council Handbook is nearing completion and will be ready for use very soon
- The Bios for the website are slowly coming in from the members of Surrey Campus Council

# Kwantlen University Student Association Board Meeting Agenda

**May 12th, 2006**

**Attachment No. 6:** Disabilities Report

**Prepared by:** Ken McIntyre

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## **Disabilities and Commission Issues and Concerns**

- No new issues to report at this time
- Have been looking into the Chronicle to see if they can publish an ad for the commission, but they do not seem to publish during the summer semester

## **External Communication and Community Contact**

- I have received a written response from the BC Ministry of Finance with respect to advertising for the bus passes for people with disabilities
- They do not provide advertising, however Translink does its own advertising for the bus passes
- I will be contacting Translink in the near future to look at options that we could use here at the KSA

## **Disabilities Scholarship provided by the KSA Idea**

- I have been in email conversations with various individuals in the Institution about the possibility of the KSA providing a scholarship for People with Disabilities
- The idea is being well received so far and I am still in the early stages of laying the groundwork
- What I have been told is that the amount that would be ideal would be \$500, based upon need and academic standing

**Kwantlen University Student Association  
Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 7:** Aboriginal Liaison Report

**Prepared by:** Michael Van Fleet

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- Working on the proposal Aaron Takhar asked for.
- Checking my e-mail.
- going to Native events
- Trying to set up my office so I can work more efficiently



# **Kwantlen University Student Association Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 8:** VP Events Report

**Prepared by:** Bikram Gill

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## **STORAGE**

Cleaned out the financial locker and stored in the new storage, also organized the new storage for easy access to the equipment and accessing in and out of the storage without any difficulties.

## **LOCKERS**

Cut off all the locks so they can be renewed for the summer semester, also cleaned out the lockers and removed the equipment that was in the lockers and stored it in the board room so the student can claim there belongings before the 30<sup>th</sup>

## **WELCOME WEEK**

Having an event on May 24<sup>th</sup> regarding the 25 year anniversary for the Student union and the welcome back week for the summer semester.

Will advertise the KSA café lounge and other upcoming events ( World Cup day), also get students to sign up as volunteers for future projects.

## **KSA DJ Night**

“Dj Knuckles” will be coming down to entertain the Kwantlen students on May 17<sup>th</sup> which will also include a BBQ where we might charge students for burgers or hotdogs.

## **ANNUAL REPORT**

Working on the annual report for the upcoming AGM

## **KSA Café Advertisement**

Working on the advertisement for the KSA café to encourage better sales .

## Kwantlen University Student Association Board Meeting Agenda

**May 12th, 2006**

**Attachment No. 9: VP Internal Report**

**Prepared by: Jaivin Khatri**

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1. Office Logistics
  - a. I have been in the process of getting some new equipment to replace the either broken or misplaced old equipment
    - i. The Label Maker
    - ii. The Laminating Machine in Richmond
    - iii. The Front Door Gate in the Surrey Executive Office
  
2. Office Hours
  - a. People still haven't handed in their office hours for the summer semester. I need these to generate a worksheet for all office members with their hours of work so when someone needs to get a hold of another person they will know the best time to call.
  
3. Canadian Springs Water
  - a. I am in the process of getting the empty jugs and cooler out of the office. I have arranged for a pick up on May 16<sup>th</sup>.
  
4. The KSA Lounge
  - a. New Procedures have been written up by me along with the consultation of the Joe Bawja.
  - b. An orientation was held on May 5<sup>th</sup> for the staff of the Lounge to show them the new procedures that have been written up.
  - c. I attended the Neptune food show and obtained a variety of material and ideas about our lounge. We went on to obtain a Deli Slicer, Blender, and Robo Coup food processor.
  - d. We did not have a taste testing on May 2<sup>nd</sup>, yet I urge the board to set a date to obtain a new coffee blend.
  - e. I also am in the process of make new cash forms for the float and new cash drop procedure.
  - f. We are currently trying to move away from ordering from Neptune and move over to obtain goods at cheaper costs from Costco, Cash and Carry, and Fruiticana.
  - g. We are also trying to make a price list for all the products sold in the Lounge.

- h. I have been shifting around hours in the Lounge throughout the last week and will be for the next few weeks due to the fact of low intake students during the summer semester.



**Kwantlen University Student Association  
Board Meeting Agenda**

**May 12th, 2006**

**Attachment No. 10: Treasurer's Report**

**Prepared by: Joey Atwal**

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5. Cheque Reconciliation
  - a. Matched bank information with appropriate KSA documents noting what cheques have been printed and cashed since early January.
  
6. Office Hours
  - a. Compiled a schedule of work hours for the summer from staff and elected people.
  - b. As of Weds. Still incomplete, but will be done by end of Friday.
  
7. World Cup
  - a. Working out an event for World Cup 2006 to be held either in the fishbowl or outdoors in area surrounding the KSA office.
  - b. Made Advertising for event. Although incomplete, Player images, World Cup facsimile, and Spray painted poster boards have been completed. Unable to finish due to the fact that we are still unaware of where the event shall take place.
  
8. Gym ads
  - a. Two gym advertisements have been completed detailing membership rates.
  - b. Depicts "the Simpson's" as well as the "Get geared for the summer" motto.
  
9. Much video dance party
  - a. Looking into possibility of holding MVDP event during the fall semester.
  - b. As noted on website, able to hold event in conference center, possibly outdoors pending conditions, as well as hold a 24 hour marathon.
  - c. Would like to send out email for more information, however information such as time and date is required for e-mail.