

Open Meeting File 2011-03-17, approved April 14, 2011

IN ATTENDANCE

Board Members

Bruce Clarke
Daniel Fontaine
Peter Kendrick, Vice Chair
Aiko Lim
Scott McAlpine, President (ex-officio)
Elizabeth McCausland,
Education Council Chair (ex-officio)
Raj Dehal Nibber
Sydney Tomchenko
Jim Utley
Don Valeri
Paul Wates, Chair

Administration

Victoria Acheson for the Associate Vice President, Employee Relations
Shelagh Donnelly, Executive Assistant to the College Board; recording
Blaine Jensen, Vice President, Educational Services
Maureen McGee, Administrative Assistant; administrative support
Karen Maynes, Vice President, Finance and Administration
Guangwei Ouyang, Associate Vice President, International Education
Hazel Postma, Associate Vice President, External Relations
Dave Taylor, Director, Marketing and Communications Office (MCO)
Chris Worsley, Director, Finance

Observers

Erin Rozman, DCFA
Jerin Mece*, DSU

GUESTS*

John Asham, Darrin Davidson, Laurie Dolan, Shayna Dolan, Jasmine Gillan, Mike Gillan, Mikki Herbold, Cole Kanegiesser, Mackenzie Lister, Irene Pickell, Kevin Pickell, Caitlin Riley, Carole Riley, John Riley, Rachel Walker, Amy Wong, Chai Wong, Wayne Wong, Winston Wong

REGRETS

Board Member(s)

Mary Hemmingsen, Vice Chair
Mike Russell
Shelley Williams

Administration

Kathy Denton, Vice President, Academic
Vicki Shillington for the Associate Vice President, Employee Relations

Observer(s)

Mark Ferley, BCGEU
Sandra Hochstein, DCFA

* Late arrival

** All guests with the exception of Mackenzie Lister departed subsequent to consideration of associated agenda item

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum, Chair Paul Wates called the meeting to order at 5:04 p.m. Noting regrets from those unable to attend, the Chair welcomed Victoria Acheson and Erin Rozman and extended particular welcome to student scholarship recipients and their families and friends.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by Peter Kendrick, seconded by Jim Utley and unanimously resolved:

07/2011 *THAT the College Board approve the agenda and approve/acknowledge the following items on the consent agenda*

- 2.1 Minutes of the February 17, 2011 Open Session Board Meeting – approved
- 2.2 Report: Douglas Students' Union (DSU) – acknowledged
- 2.3 Report: Douglas College Faculty Association (DCFA) – acknowledged
- 2.4 Report: College President – acknowledged
- 2.5 Correspondence, Media and Events – acknowledged

3. PRESENTATIONS

3.1 DOUGLAS COLLEGE BOARD SCHOLARSHIPS

The Chair provided an overview of the College Board Scholarship, which began with a donation from former Board member Ronald Stevenson in early 1990. The Chair offered highlights of each of the 2011 recipients' studies and future plans, and he and the President presented scholarships to each of Darrin Davidson, Shayna Dolan, Jasmine Gillan, Cole Kanegiesser, Mackenzie Lister, Irene Pickell, Caitlin Riley, Rachel Walker, Amy Wong. Weiwei Luo's regrets were conveyed, given that she was in the midst of an exam during the meeting. Board members offered congratulations and a round of applause for the scholarship recipients.

3.2 DOUGLAS COLLEGE FACULTY ASSOCIATION (DCFA) AWARD

The Chair noted regrets from award recipient Danielle Remedios, and thanked Erin Rozman, DCFA Vice President, Stewardship, for attending the meeting in Sandra Hochstein's absence.

4. PRESIDENT'S REPORTS

4.1 Douglas College 2010 – 2015 Strategic Plan: Update

The President reviewed the College's strategic priorities for fiscal 2011/12, and reported that the documents contained in the agenda package had been circulated throughout the College. The President updated Board members on student mobility in BC, as reported by the British Columbia Council on Admissions and Transfers (BCCAT).

4.2 Strategic Plan Implementation and 2011/12 College Budget

The President noted the Strategic Plan and 2011/12 College Budget report and, with the Vice President, Finance and Administration (VPFA), responded to questions associated with performance targets and funding, program mix, and the contributions of Continuing Education (CE), Douglas International and The Training Group (TTG).

5. FOR REVIEW/APPROVAL

5.1 Ministry Budget Letter

The Vice President, Finance and Administration (VPFA) reported that the College had not yet received the annual budget letter from the newly renamed Ministry of Advanced Education. It would typically have been received around this point in the year, but recent provincial leadership changes had understandably impacted such timing.

5.2 Notice of Intent: Proposed Amendment – By-Law 83-5(A23), “Fees and Charges for Instruction”

The Vice President, Finance and Administration (VPFA) reported that the proposed 2% tuition rate increase was consistent with the tuition increase proposed by other institutions. The VPFA noted that the increases would amount to \$350,000 to \$400,000 should the proposal align with direction from the Ministry.

Board members queried the history of tuition increases. The VPFA noted that, since 2005, post-secondary institutions have adhered to a bill enacted that year to limit the tuition increase rate to that of inflation. Prior to that point, institutions were playing “catch up” and instituted a range of levels following years of tuition rate freezes.

5. FOR REVIEW/APPROVAL, cont'd
5.3 College Safety Statistics

The Chair noted the information contained in agenda packages, and invited questions or comments on the level of detail, which was consistent with that presented in 2010. The Vice President, Finance and Administration (VPFA) elaborated on the recording of some aggression/assault incidents. There were no questions.

5.4 Board By-Law: Election of Board Executive

The Chair outlined the single substantive change that had been made subsequent to Board feedback received during the February 2011 meeting.

It was moved by Jim Utley, seconded by Peter Kendrick and unanimously resolved:

08/2011 *THAT the Douglas College Board approve By-law B1004, Election of Officers of the Board*

6. OTHER REPORTS
6.1 Report: Board Executive and Governance Committee (BEGC)

Committee Chair Paul Wates reported on the Committee's March 9, 2011 meeting and work underway on review of the Board's by-laws, among other priorities.

6.2 Report: Audit and Finance Committee (AFC)

Committee Chair Peter Kendrick reported on the Committee's meeting of March 15, 2011, in which members reviewed a report on completion of expenditures made possible through the federal Knowledge Infrastructure Program (KIP). The Committee also reviewed protocols to ensure that processes were in place for collection of the Douglas Students' Union (DSU) and Other Press (OPO) fees, as College management is required to ensure that they have followed appropriate protocols and are operating in good standing and in accordance with the College and Institute Act. The Committee Chair reported that the VPFA had advised Committee members that the DSU was in good stead, and the Other Press was in process of completing their requirements.

6.3 Report: Human Resources Committee (HRC)

Acting Committee Chair Jim Utley advised that he would have a report for the in camera meeting.

6.4 Report: Chair, Education Council

The Chair noted that, given Education Council's co-governance role and in the absence at this point of a Board Liaison to Education Council, agendas would now include the Education Council Chair's report in this portion of the agenda. The Education Council Chair invited questions, and it was agreed that a link to the 2010 Survey of Former Students would be published to the Board Resources Page.

6.5 Liaison Report: Douglas College Foundation

Douglas College Foundation Liaison Bruce Clarke reported on the Foundation's upcoming meeting and awards ceremonies, planned for March 23, 2011. He also noted the first instalment of a significant donation to benefit Business students.

6. OTHER REPORTS, cont'd
6.6 College Board: Succession Planning

The Board Chair reported on meetings with prospective candidates for the vacancy that would be created upon Mike Russell's conclusion of service to this Board on July 31, 2011.

The Chair congratulated current Douglas Students' Union (DSU) Constituency Group Leader (CGL) Jerin Mece on his election to this Board for a one-year term effective September 1, 2011 and noted that the Board looked forward to welcoming Mr. Mece and Marina Kolar to the Board after the conclusion of terms held by Aiko Lim and Raj Nibber.

6.7 Board Chair's Report

The Chair reported on early, positive communications from the Honorable Naomi Yamamoto, the newly appointed Minister of Advanced Education; the President had also taken part in the conference call with the Minister, who conveyed a very clear understanding of the roles of British Columbia's colleges.

The Chair advised that Minister Bond had responded to this Board's advocacy with respect to the Evergreen Line rapid transit system. He reported on the March 9, 2011 Strategic Plan and Budget Forum for College employees, which he had attended alongside Board members Bruce Clarke, Peter Kendrick and Don Valeri.

The Chair highlighted on a number of College events to which Board members were invited, and conveyed greetings from former Board member Susan Meshwork.

7. NEXT MEETING AND ADJOURNMENT

There being no further business, the meeting adjourned at 6:02 p.m., with the next Open Session meeting confirmed for a 5:00 p.m. start in the New Westminster Campus boardroom on Thursday, April 14, 2011.

CHAIR

PRESIDENT