

Open Meeting File 2023-01-26 for approval March 30, 2023

IN ATTENDANCE**Board Members**

Graeme Bowbrick, Education Council Chair (ex-officio)
Bailey Cove
Kathy Denton, President (ex-officio)
Mehre Ddir
Adel Gamar, BEGC Chair; Board Chair
Bereket Kebede
Natasha Knox
Baljinder Narang
Mohammad Rafiei
Erin Rozman
Jin Taek Shim
Eileen Stewart, HRC Chair
Susan Todd, CPC Chair

Administration

Thor Borgford, VP Academic and Provost
Sherry Chin-Shue, VP Human Resources
Sarah Dench, VP Student Affairs
Keith Ellis, AVP Institutional Effectiveness
Chris Gardner, AVP Facilities and Sustainability
Vivian Lee, Director, Finance
Michael Lam, AVP Technology and CIO
Devon Smith, College Secretary (Recorder)
Kayoko Takeuchi, VP Administrative Services and CFO
Dave Taylor, VP Public Affairs

Observers

Rosilyn Teng, Douglas College Faculty Association
Jennifer Wright, Board Chair, Tri-Cities Chamber of Commerce

Guests: N/A

REGRETS

Board Members: Brian Haugen, AFIC Chair

Management: Leonel Roldan-Flores, AVP International Education

Observers: BCGEU, Douglas Student's Union

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Adel Gamar called the meeting to order at 5:00 pm.

Mehre Ddir acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q'ícáy (Katzie), q'wá:ńł'əń (Kwantlen), kwikwəłəm (Kwikwetlem), xw'məθk'wəyəm (Musqueam), and qiqéyt (Qayqayt) First Nations.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2023/0101 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the November 24, 2022 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the November 24, 2022 Closed Session
- 2.3 Consent Resolution Approved by the Board December 19, 2022
- 2.4 Correspondence, Reports and Invitations Extended to the Board

3. WELCOME/INTRODUCTIONS OF NEW BOARD MEMBERS AND ATTENDEES

Adel Gamar welcomed new members and attendees: Bereket Kebede, Baljinder Narang, Jin Taek Shim and Chris Gardner. A roundtable introduction took place for all members present.

4. PRESIDENT and CEO'S REPORT

4.1 President's Report

Kathy Denton referred to her written report in the agenda package, highlighting the work being done on the new Academic and Student Housing building. Additionally, Kathy noted that she, Thor Borgford and a couple of Deans had just attended a conference focused on revitalizing programs with a focus on the liberal arts.

Eileen Stewart inquired if there was any sense of when groundbreaking may occur for the new building. Chris Gardner advised that likely within the year.

Bailey Cove inquired whether the College hires external people for international recruiting. Kathy replied that there are people who work for Douglas in several countries, as well as some selective agents that are used. Adding to the question, Mehre Dllir inquired whether there are risk assessments done of the agents used. Kathy advised that there is a high level of screening done.

5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

5.1 Board Executive and Governance Committee (BEGC)

a) Committee Report

Adel referred to his report included in the package. He advised that he had recently met with the new Minister of Post-Secondary Education and Future Skills (PSEFS), and advised that the Minister praised the College for the work that they do (*Jin Taek Shim arrived 5:18 pm*).

b) Post-Secondary Workshop

Adel referred to the material published in the package, noting that PSEFS will be hosting a workshop that is open to all Board members. Adel advised that Devon Smith will circulate an email reminder.

c) Graduation Ceremonies: February 21 – 25

Adel brought attention to the upcoming graduation ceremonies. He advised that at every ceremony, a member of BEGC will attend to present the speech on behalf of the Board. Adel encouraged attendance from Board members at the ceremonies, and advised that if they wish to attend, to let Devon know so that a seat could be reserved, and they could be acknowledged at the ceremony.

5.2 Audit and Finance Committee (AFIC)

a) Committee Report

In Brian Haugen's absence, Eileen Stewart referred to the report included in the package. She highlighted that the external auditors had been present and the process was going smoothly. Eileen invited questions and none were raised.

b) Quarterly Update to Annual Forecast: Q3 Fiscal 2022-2023

Eileen invited Kayoko Takeuchi and Vivian Lee to discuss this item. Kayoko advised that we are currently seeing a forecast showing a surplus of 5.6 million, which is an increase from the budgeted 3.9 million.

c) Notice of Intent: Proposed Updates to College Board By-Law B.GO07.05

Eileen advised that this item is required by the Board bylaws. She noted that the Notice of Intent will be applied to international students as well; and that this item will return in March with a resolution.

Bailey Cove added that from the students perspective, they appreciated that domestic and international increases are matched, and that the amount is reasonable.

5.3 Human Resources Committee (HRC)
a) Committee Report

Eileen Stewart advised that there was nothing additional to report, and invited questions. There were none.

5.4 Campus Planning Committee (CPC)
a) Committee Report

Susan Todd referred to the report included in the package. She noted that all was going forward as planned, and that the new Academic and Student Building project was going well. She invited questions, none were raised.

5.5 Education Council
a) Education Council Chair's Reports:

Graeme Bowbrick presented two reports to the meeting, noting they would typically be combined, but required a quick turnaround given the latest Education Council meeting. Adel inquired how often resolutions come to the Board to withdraw a program. Graeme responded that it is pretty rare.

It was moved, seconded and unanimously resolved:

2023/0102 *THAT the Douglas College Board Withdraw the Credential Advanced Certificate – Data and Analytics effective immediately*

b) Board Liaison's report

Bailey Cove had nothing to add to the report, but expressed appreciation that Education Council had the opportunity to meet in person in December.

5.6 Douglas College Foundation
a) Board Liaison's Report

Mehre Dhir advised that she had not yet attended any Douglas College Foundation meetings. Dave Taylor advised that the previous meeting was a good strategic planning session.

5.7 Honorary Fellow Committee
a) Board Liaison's Report

Erin Rozman had nothing to share for the Open Board session.

5.8 Board Development Reporting

Adel advised Board members that this is an opportunity to share any development members had taken. Board members discussed recent courses and workshops they had attended. Namely, Bailey Cove had the AGM of BC Federation of Students. Eileen and Natasha had attended a Chairing with Intention workshop led by Watson Advisors.

Adel reminded Board members that they are all members of ICD, and that ICD hosts many webinars and workshops.

6. NEXT MEETING AND ADJOURNMENT

There being no further business, Adel confirmed the next regular board meeting on March 30, 2023. The meeting was adjourned at 5:52 pm.