

*Open Meeting File 2013-05-16, approved June 20, 2013*

**IN ATTENDANCE****Board Members**

Bruce Clarke  
Mark Darville  
Peter Kendrick, Vice Chair; Acting Chair  
Marina Kolar  
Nicole Liddell  
Scott McAlpine, President (ex-officio)  
Elizabeth McCausland,  
Education Council Chair (ex-officio)  
Gerry Shinkewski  
Sydney Tomchenko  
Jim Utley, Vice Chair; HRC Chair  
Don Valeri  
Paul Wates\*, Chair  
Shelley Williams, AFC Chair

**Administration**

Kathy Denton, Vice President, Academic and Provost (VPAP)  
Shelagh Donnelly, Executive Assistant to the College Board; recording  
Karen Maynes, Vice President, Finance and Administration (VPFA)  
Guangwei Ouyang, Vice President, International Education and Strategic  
Partnerships (VPIESP)  
Vicki Shillington, Associate VP, Human Resources (AVPHR)  
Dave Taylor, Director, Marketing and Communications Office (MCO)  
Chris Worsley, Director, Finance

**Observers**

Madison Paradis-Woodman,  
DSU

**GUESTS**

Shila Avissa, DSU; Glauce Fleury; Carolynn Fong, DSU; Jillian Griffin, DSU; Todd Harper, Education Council; Eric Ho, DSU; Tracy Ho, Douglas Students' Union (DSU); Terry Leonard\*\*, Director, Facilities Services; Milo Leraar, DSU; Bob McConkey\*\*, Executive Director, Training Group (TG); Keiko Nariya, DSU; Aleksander Sorokina, DSU; Polina Sorokvashina, DSU; Jesse Stamberg, DSU; Kevin Tak, Child, Family and Community Services (CFCS)/Parks Board Vancouver

**REGRETS****Board Member(s)**

Tom Spraggs

**Administration**

Blaine Jensen, Vice President, Educational Services (VPES)  
Hazel Postma, Associate Vice President, External Relations

**Observer(s)**

Len Millis, DCFA  
Sandra Mountain, BCGEU

\* late arrival

\*\* early departure

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**1. CALL TO ORDER AND CHAIR'S REMARKS**

There being a quorum present, Acting Chair Peter Kendrick called the meeting to order at 5:23 p.m. He advised that the Board Chair's flight to Vancouver had been unavoidably delayed, and conveyed the Chair's apologies for his late arrival. The Acting Chair welcomed all in attendance and conveyed regrets from those unable to attend.

**2. APPROVAL OF AGENDA/CONSENT AGENDA**

It was moved by Mark Darville, seconded by Gerry Shinkewski, and resolved:

**15/2013** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda.*

- 2.1 Minutes of the March 21, 2013 Open Session Board Meeting – approved
- 2.2 Report: Douglas Students' Union (DSU)
- 2.3 Reports: College President
  - a) April and May 2013 Reports to the Board and College Community – acknowledged
  - b) 2013-14 College Budget Consultation and Feedback – acknowledged
- 2.4 Correspondence and Events – acknowledged

**3. PRESENTATION: MEET THE DIRECTORS****3.1 Terry Leonard, Director, Facilities Services (DFS)****3.2 Bob McConkey, Director, Training Group (DTG)**

Terry Leonard, Director, Facilities Services, spoke with pride of his Facilities team and their respective contributions to the effective operations of 1.4 million square feet of facilities on 19 acres of land at the College's two campuses. The Director, who joined the College as Purchasing Manager 32 years ago, responded to Board members' questions and reported that he has overseen the equivalent of \$750,000,000 in construction projects over the course of his Douglas career to date.

Bob McConkey provided insights on the Training Group (TG), its partnerships and government and agency contract work, and on the TG's role in engaging learners who wouldn't normally engage in post-secondary education. Noting an earlier reduction in revenues as a result of declines in government funding, Board members queried the ratio of stable business revenues in comparison to creation of new revenue sources, as well as ratios of public/private sector revenues. The Director outlined funding cycles and confirmed that approximately 40% of revenues are stable; he explained that TG connects people with work opportunities rather than serving as an advocacy group. He discussed the *Skills Connect for Immigrants* program, and services provided to new immigrants seeking to secure Canadian recognition of credentials earned elsewhere. The Acting Board Chair noted the particularly high success rate of medical doctors who succeeded in securing Canadian certification after completion of this program.

*Note: Messrs. Leonard and McConkey departed the meeting on conclusion of this agenda item.*

*Reference: Appendix "A"*

**4. PRESIDENT'S REPORT****4.1 Douglas College 2010 – 2015 Strategic Plan Update**

The President expanded on his written report.

**5. VICE PRESIDENT, ACADEMIC AND PROVOST'S (VPAP's) REPORT****5.1 Academic Division Update**

The Acting Chair thanked the VPAP for the timely report and offered her the Board's congratulations on recent provincial and professional body approvals of revisions to the Nursing curriculum, which he recognised as benefitting students. The VPAP offered that the Dean of Health Sciences and her team were highly deserving of such accolades for this success.

The VPAP invited and responded to queries, and advised of Criminology and Marketing degree credential developments in progress. She advised of ongoing consultation with Ministry of Advanced Education representatives on minor revisions to such degree proposals.

**6. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS****6.1 Board Chair****6.2 Board Executive and Governance Committee (BEGC)****a) Board Succession Planning**

The Acting Board Chair congratulated and thanked Mark Darville for stepping forward for re-election to the Board. He acknowledged and thanked meeting observers Jillian Griffin and Todd Harper – both of whom will join the Board on September 1, 2013 along with Graeme Bowbrick and Gerry Gramozis – for attending this meeting.

**6. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS, cont'd****6.2 Board Executive and Governance Committee, cont'd****b) Douglas College Board Legacy Fund Terms of Reference (TOR)**

The Acting Chair reviewed the Board's March 21, 2013 allocation of one million dollars to a *Douglas College Board Legacy Fund* to be distributed over a period of at least 10 years, and outlined proposed revisions that reflected inclusion of up to \$10,000 annually for bursaries or emergency funds for international students. Interest earned each year will go back into the fund, and the College will distribute up to \$100,000 annually; interest rates will dictate how much money remains after 10 years.

In considering the proposed motion, Board members noted outstanding concerns about eligibility for bursaries; students have expressed concern that there are needy students who don't meet provincial eligibility requirements, and the College bursary criteria currently reflect those used by government. The Acting Chair confirmed that the Board had requested that the President and the Douglas College Foundation examine the College's qualification criteria/process, and concurred with a recommendation that such a review include consultation with students who are currently ineligible for such awards.

It was moved by Shelley Williams, seconded by Sydney Tomchenko, and resolved:

**16/2013**      *THAT the Douglas College Board approve the Douglas College Board Legacy Fund Terms of Reference (TOR) as revised May 8, 2013"*

**c) Disclosure: Fiscal 2012-13 College Board Meeting Remuneration, Attendance**

Board members considered the disclosure statement detailing Board remuneration (\$2,000 in honoraria annually for each Board member who is not a College employee, with the Chair eligible for a total of \$2,500 in annual honoraria). It was noted that the formal meetings included in the disclosure statement do not reflect the many events and meetings Board members attend on behalf of the College.

A Board member queried bonuses paid to the College's Senior Management Team (SMT). The Chair of the Audit and Finance Committee (AFC) advised that there is no bonus system within the College and that, in fact, compensation for such employees has been capped and there is a salary freeze. The AFC Chair noted that, by the time the President and CEO concludes his current employment contract, he will have had an eight-year salary freeze. The Acting Chair advised that, as with all such public sector institutions, the College publishes a detailed list of all employees who earn \$75,000 or more annually, and that the College publishes such lists to the Finance Department's website<sup>1</sup> each September.

<sup>1</sup> Reference: <http://www.douglas.bc.ca/employees/finance-department.html>, [http://www.douglas.bc.ca/\\_shared/assets/1112\\_Statement\\_of\\_Financial\\_Information81394.pdf](http://www.douglas.bc.ca/_shared/assets/1112_Statement_of_Financial_Information81394.pdf), and [http://www.douglas.bc.ca/\\_shared/assets/Statement\\_of\\_Executive\\_Compensation-111280213.pdf](http://www.douglas.bc.ca/_shared/assets/Statement_of_Executive_Compensation-111280213.pdf)

**d) Proposed 2013-14 College Board Meeting Schedule**

In reviewing the proposed 2013-2014 meeting schedule, Board members recommended relocating the November 2013 meeting to the David Lam Campus; a Board member noted that the Board schedule again reflected a meeting planned during the period in which public schools have Spring Break. The Acting Chair invited Board members to offer any comments on timing and location of meetings to the Board Executive Assistant; he offered that such comments would be taken into account and revisions would be made as appropriate.

**e) Report from the Office of the Auditor General of British Columbia (OAGBC)**

The Acting Chair reflected on the previous week's report from the OAGBC, focusing on public sector use of information by Crown boards in British Columbia. He noted that page 76 onward provided specifics on BC's colleges and institutes in relation to BC averages.

**6. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS, cont'd****6.2 Board Executive and Governance Committee, cont'd****f) Other**

The Acting Chair reported on the College's April 2013 Employee Recognition ceremonies, during which Bruce Clarke, Gail Tibbo and Gary Tennant each received the President's Distinguished Service Award. In addition, more than a hundred other employees were recognised for either long service or team excellence.

The Acting Chair noted Paul Wates' participation in the April 2013 meeting of the BC Colleges (BCC) Board Chairs, and the delegation to the Association of Governing Boards (AGB) Conference on Trusteeship, which had already led to good discussion at the Audit and Finance Committee table. He advised of the upcoming delegation to the Association of Canadian Community Colleges (ACCC) Conference, and the President noted strong Douglas College involvement and leadership in ACCC conference and pre-conference sessions.

**6.3 Audit and Finance Committee (AFC)****a) Chair's Report**

Given that the College's investments are currently held in cash management and term deposits, and a provincial requirement that colleges have investment policies, the AFC has retained investment consultant Brendan George, FIA, FCIA, FSA, CFA and provided him parameters to risk tolerance, risk aversion and duration of funds along with a request that he model scenarios to try to secure a greater return on the College portfolio without assuming too much risk. The AFC anticipated receipt and review of the consultant's proposals during the summer, and planned to present its recommendations to the Board in September 2013.

The AFC Chair noted that government had confirmed that the College may increase tuition for 2013-14 by up to two percent, and has reiterated its interest in shared services. While the College's government operating grant will decline by one percent over a three-year period commencing in fiscal 2013-14, the College is in receipt of \$3.7 million in Ministry funding to repair the roof of the New Westminster Campus (NWC) concourse. The VPFA provided background on capital financing practices; in the past, the College would identify necessary capital improvements, submit an application to the Ministry and receive the appropriate funding. This evolved to a practice in which government provided the College \$2,000,000 annually for capital improvements to aging infrastructure, and the College – which maintains an inventory of necessary improvements – would save such monies until sufficient funding was accrued in order to undertake given improvements. The practice changed again in recent years, with the maintenance provision reduced from \$2,000,000 to \$500,000 per annum. In the last year, a further revision reflected government continuing to provide \$500,000 annually while *also* once again accepting "routine capital" requests from the College each year. The government has conducted Facility Audits of all institutions in the post-secondary system, identifying and prioritizing necessary improvements. Douglas, in its submissions to the Ministry, prioritized replacement of the NWC concourse roof as foremost among its top nine areas for capital improvement and has now received confirmation of the \$3.7 million in funding for the project, with the proviso that the project be completed before March 31, 2014. As such, the College has moved quickly to commence the five-month project as soon as possible, with intent to complete the roof replacement by the end of October 2013.

The AFC reviewed 2013-14 budget feedback from all constituency groups and found it good; capacity and waitlists are key constraints. While acknowledging it could be challenging, the AFC Chair suggested that the College develop waitlist metrics while also working on capacity issues. The President affirmed such intent, and advised that the Vice President, Academic and Provost (VPAP) actively reviews waitlists and adds demand sections through all three semesters. He expanded on the challenges in collecting waitlist data, given that a single student may be waitlisted for more than one course/section, and at more than one institution. He advised that the constraint on the demand sections the VPAP adds is twofold: is there a classroom available at the time students want to take a course and, secondly, is there an available instructor? The AFC Chair advised that the Committee was encouraged by the BCGEU's feedback on the proposed 2013-14 Operating Budget, and its acknowledgement of Douglas College's unique position in comparison to some other colleges. She noted that management would navigate through the waitlist and facilities issues, and that some of the issues raised were already considered by management; as such, the AFC recommended no changes to the proposed budget.

**6. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS, cont'd****6.3 Audit and Finance Committee (AFC), cont'd****b) Education Council's Advice to the Board on the College's Proposed 2013/14 Operating Budget**

Board members noted Education Council's advice on the proposed 2013-14 Operating Budget.

**c) Ministry of Advanced Education, Innovation and Technology 2013/14 Interim Budget Letter****d) Presentation: 2013/14 Douglas College Budget Overview**

The Vice President, Finance and Administration (VPFA) reviewed the Interim Budget Letter and provided an overview of the proposed 2013/14 budget. She invited and responded to questions, which led to discussion of a planned budget surplus, College advertising, bursaries, scholarships, and employee development opportunities to encourage employee retention.

The AFC Chair offered the Committee's view that the proposed budget had achieved a good balance from which students, faculty and staff would all benefit. She reflected that the AFC had been pleased to see additional employee development funds, student scholarships and bursaries. Noting the Committee's encouragement by a number of new spending additions that she suggested should not be underestimated, the AFC Chair reflected on Douglas College's leadership role within Canada in preparing students to attain jobs and build their lives. She observed that the commitment of funds for development of online courses was of key interests to students and to the Board, and suggested that the creation of the *Director of Contracts and Legal Services* role should be of great comfort to the Board.

The AFC Chair reiterated that the Board does want to press management to keep a mind to maintaining a balanced approach in how the College uses its surpluses, and noted the Board's request that this be reviewed during the October 2013 Board retreat. She reflected that the College is in a fortunate financial position as a result of its long term view and planning, and commended management for the College's strong financial position.

Board members considered how the proposed budget would enable the College to be increasingly progressive over the long term, and considered a query regarding lobbying efforts. The Acting Chair advised that the College is a member of both the Association of Canadian Community Colleges (ACCC) and BC Colleges (BCC), both of which advocate on behalf of their respective systems.

*Note:* Paul Wates joined the meeting at this point.

**e) Fees and Charges for Instruction: Recommended Board By-Law Amendment****f) 2013/14 Douglas College Operating Budget****g) 2013/14 Douglas College Capital Budget**

Acknowledging the pressures and challenges our students face, the AFC Chair observed that the Board's mandate is to act in the best interests of the institution as a whole. She advised that a decision against increasing tuition fees for 2013-14 would benefit the coming year's students, but not students in succeeding years. Noting that the College is trying to educate as many students as possible, the AFC Chair reflected that a two percent tuition fee increase would enable the College to offer seats to 1,000 students; she strongly encouraged management to review bursary options so that students who fall though government criteria cracks can be supported.

Board members considered tuition increases, and noted that such increases do not even cover the College's inflationary costs; the proposed tuition increase will, however, contribute to a surplus that is temporary and will diminish each year until the College reaches its run rate in 2016. In the ensuing discussion, the President confirmed that, for the October 2013 Board retreat, management would provide a review of 2013-14 enrolments and projected fiscal standing alongside recommendations for potential allocations of additional surplus funds, should they arise.

**6. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS, cont'd****6.3 Audit and Finance Committee (AFC), items e) – g), cont'd**

- e) It was moved by Shelley Williams, seconded by Gerry Shinkewski and resolved, with votes against the motion registered by Mark Darville, Marina Kolar and Don Valeri:

**17/2013** "THAT the Douglas College Board approve Amendment By-Law 83-5(A25), 'Fees & Charges for Instruction'"

*Note:* Some observers in the gallery departed the meeting at this point.

- f) It was moved by Gerry Shinkewski, seconded by Bruce Clarke and resolved, with votes against the motion registered by Mark Darville, Marina Kolar and Don Valeri:

**18/2013** "THAT the Douglas College Board approve the 2013/14 Operating Budget for \$109,970,000"

- h) The AFC Chair queried whether Board approval was required for the recently funded \$3.7 million New Westminster Campus concourse roof replacement. The Vice President, Finance and Administration (VPFA) reported that this request and subsequent expenditure would not typically be approved by the Board. It is more an administrative issue of taking deficiencies as noted on the Facilities Condition Audit, and putting them in priority order for Ministry consideration in the Maintenance and Rehabilitation Funding process. The VPFA offered that management would present the 2014-15 list of Douglas College priorities to the Board upon preparation in Fall 2013. Board members acknowledged communication of \$3.7 in government-funded expenditures to replace the NWC concourse roof, and noted that the Facilities Condition Audit list was distinct from the Five-Year Capital Plan to be presented by management for approval in June 2013.

It was moved by Bruce Clarke, seconded by Gerry Shinkewski and resolved, with abstentions registered by Mark Darville, Marina Kolar and Don Valeri:

**19/2013** "THAT the Douglas College Board approve an appropriation of \$698,000 from the Ancillary Fund revenues to be used for purchase of the following:

- General Operating Capital: \$600,000
- Ancillary Areas Capital: \$98,000"

- h) It was moved by Bruce Clarke, seconded by Gerry Shinkewski and resolved, with abstentions registered by Mark Darville, Marina Kolar and Don Valeri:

**20/2013** "THAT the Douglas College Board approve the 2013/14 Operating Capital Budget in the amount of \$4,057,000"

**6.4 Report: Human Resources Committee (HRC)****a) Chair's Report**

The HRC Chair reported on work underway on the CEO evaluation process; the Board Executive Assistant (EA) had circulated evaluation forms to internal participants, and members of the HRC have contacted eight external stakeholders. The HRC and Board EA would compile reports for review with the Board Chair and then the Board in June 2013. The HRC Chair advised that the Committee intended to undertake a September 2013 review of the CEO evaluation process.

The Committee had also considered improvement of reporting on HR metrics during its recent meeting, and the HRC Chair anticipated that would be a recurring agenda item in coming months.

6. **CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS**, cont'd
- 6.5 **Reports: Education Council**
  - a) **Chair, Education Council: April, May 2013 Reports**
  - b) **Education Council's Advice to the Board: Suspension of the Print Futures Program**
  - c) **Education Council Liaison's Report**

Board members acknowledged the written reports, and Board Liaison Bruce Clarke had no additional report for this session.

The Vice President, Academic and Provost (VPAP) reviewed the rationale for suspension of the College's Print Futures program; the department will develop a new program while existing students complete the current credential. Board members queried whether any current students would be adversely affected, and the VPAP advised that the Program Coordinator had made efforts to identify part time students and make provisions. The Education Council Chair offered that a desire to avoid negatively impacting students, combined with the small program size, formed the rationale for refraining from beginning another intake until the development of the new program.

It was moved by Shelley Williams, seconded by Gerry Shinkewski and resolved:

**21/2013**      *"THAT the Douglas College Board approve suspension of the Print Futures program as per advice from Education Council"*

#### **6.6 Report: Douglas College Foundation Liaisons**

Sydney Tomchenko reported on the Foundation's April 29, 2013 retreat. The Foundation's third annual *Unwined* fundraiser, a collaboration with Coquitlam Centre, was held on May 4, 2013.

#### **7. NEXT MEETING AND ADJOURNMENT**

There being no further business, the Acting Chair confirmed that the subsequent Open Session meeting was scheduled for June 20, 2013 at the New Westminster Campus Chair, and then adjourned the meeting at 7:38 p.m.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
PRESIDENT

**Appendix “A”**

May 16, 2013 Presentation by  
Terry Leonard, Director, Facilities Services  
to the Douglas College Board







**DOUGLAS COLLEGE**

## FACILITIES SERVICES

**NEW WESTMINSTER CAMPUS**



19 acres / 7.7 hectares  
1'400,000 sq.ft. / 130,063 sq.m.

Total Employees: 1300  
Total Students: 13500

**DAVID LAM CAMPUS**



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**DOUGLAS COLLEGE**

## FACILITIES SERVICES

**NEW WESTMINSTER CAMPUS**



7 acres / 2.8 hectares  
900,000 sq.ft. / 83,613 sq.m.  
9 storeys

Total Employees: 850  
Total Students: 8600






Classrooms .....	61
Cafeterias .....	2
Library .....	1
Labs .....	53
Lecture Halls .....	4
Gymnasium .....	1
Theatre .....	350 Seats

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## FACILITIES SERVICES

### DAVID LAM CAMPUS



12 acres / 4.9 hectares  
 500,000 sq.ft. / 46,450 sq.m.  
 5 storeys  
**Total Employees: 450**  
**Total Students: 4900**

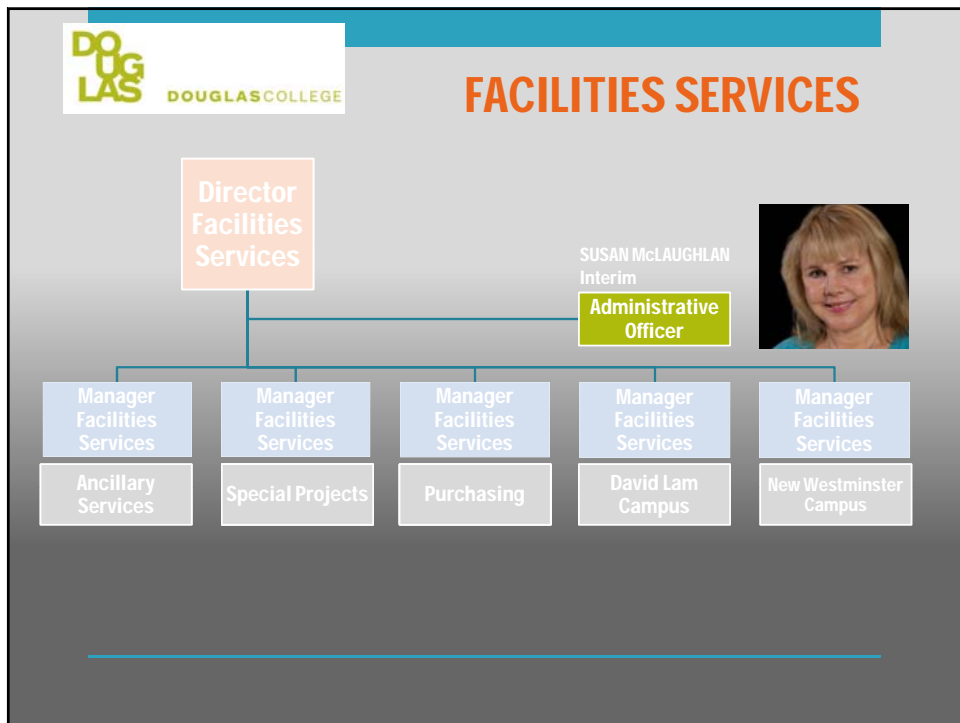
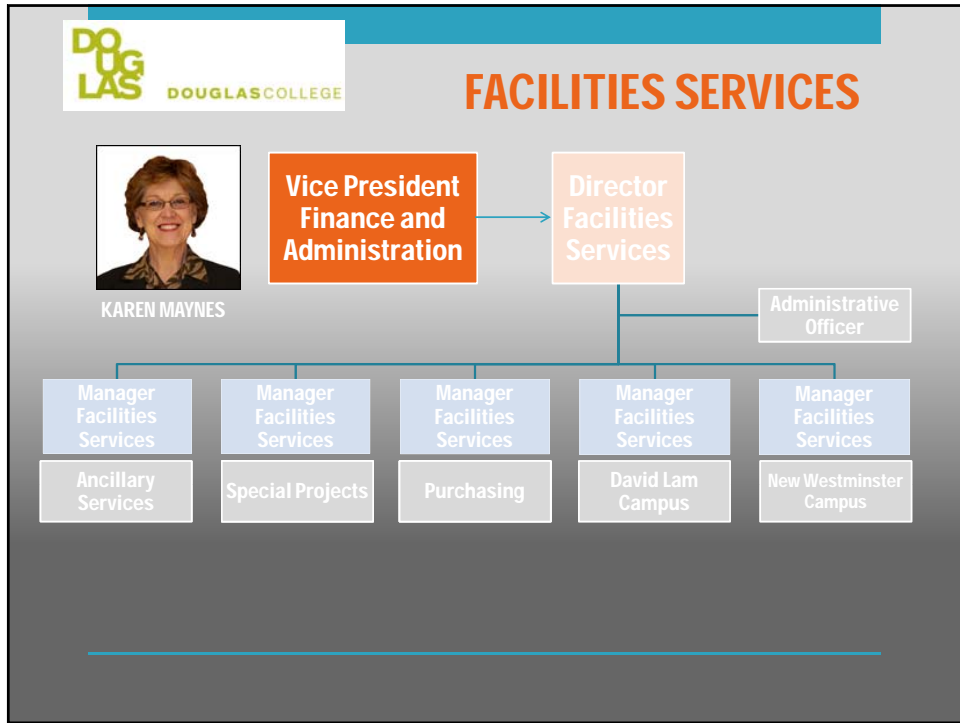


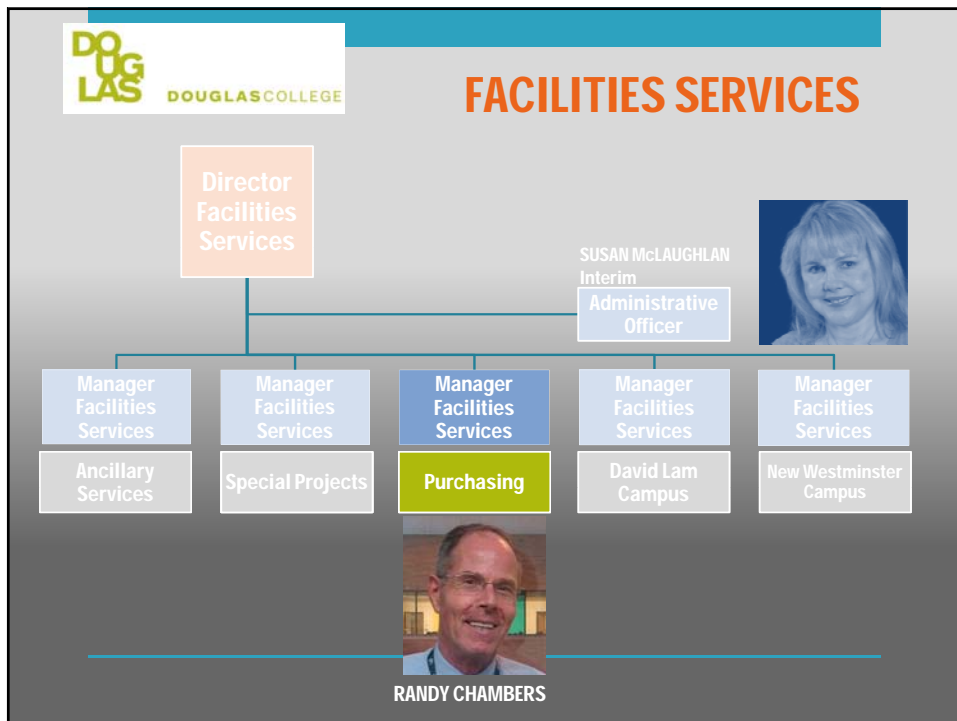
Classrooms.....	54
Cafeterias .....	2
Library .....	1
Labs .....	36
Lecture Halls .....	1
Shared Gymnasium .....	1
Day Care .....	1

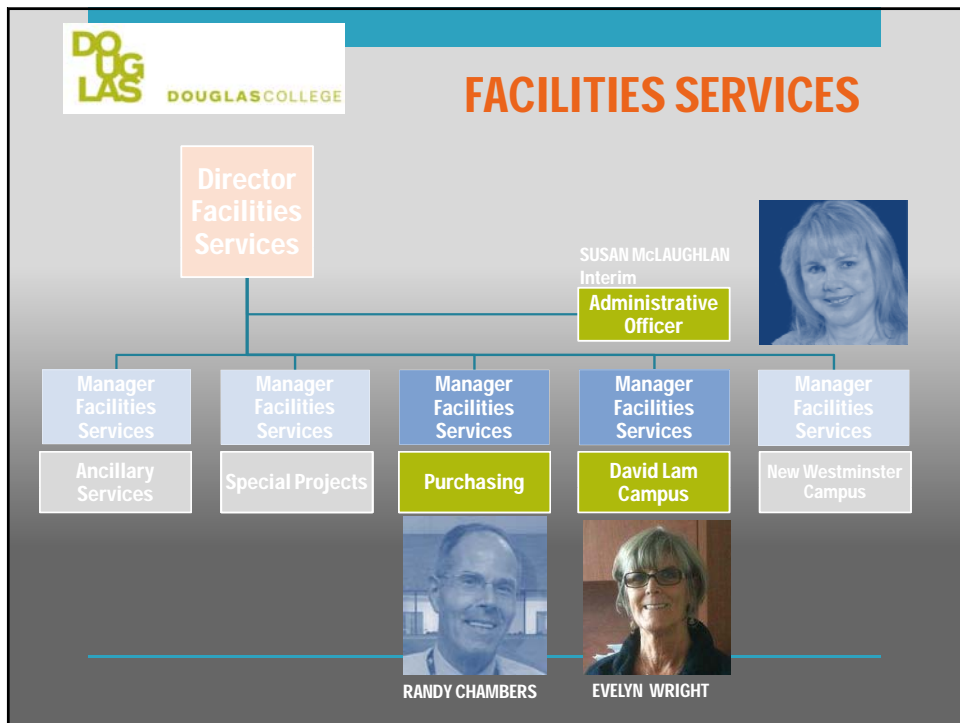


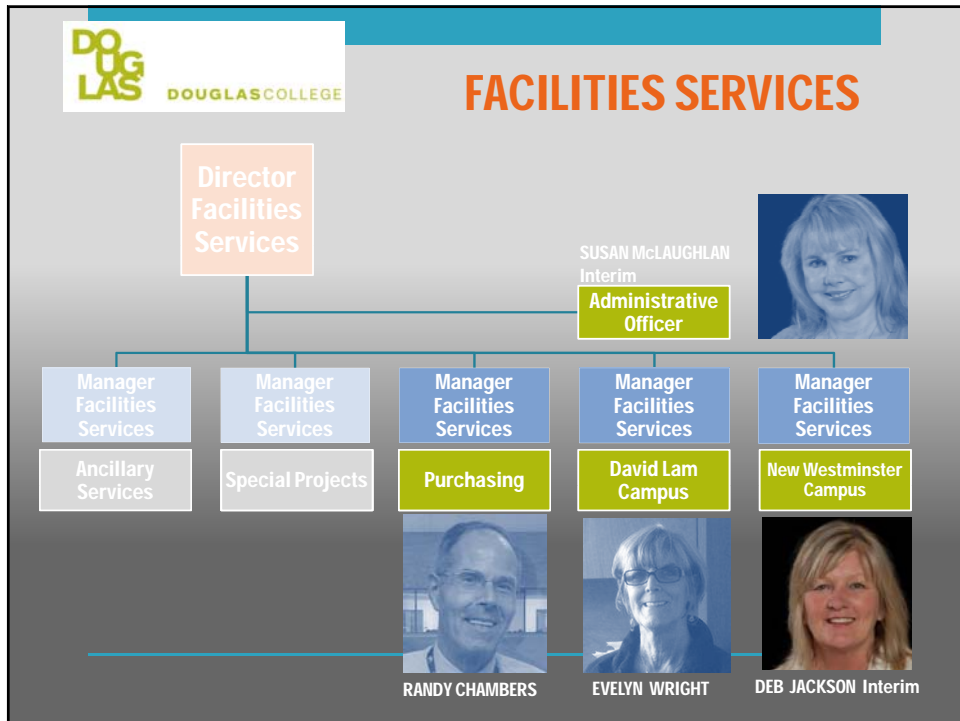
## FACILITIES SERVICES

**WHO WE ARE**  
**“THE FACILITIES**  
**TEAM”**











**DOUGLAS COLLEGE**

## FACILITIES SERVICES

Director  
Facilities  
Services

↓

Manager  
Facilities  
Services

New  
Westminster  
Campus



**DEB JACKSON**  
Interim

- 13 years at Douglas College
- Oversees security, parking, cleaning
- Oversees catering & food services
- Incident commander/Emergency preparedness
- Threat assessment team
- Educational space allocation
- Booking/scheduling, class timetable systems
- 10 staff reporting directly
- 75 staff reporting indirectly



**DOUGLAS COLLEGE**

## FACILITIES SERVICES

Director  
Facilities  
Services

Administrative  
Officer



**SUSAN McLAUGHLAN**  
Interim

Manager  
Facilities  
Services

Manager  
Facilities  
Services

Manager  
Facilities  
Services

Manager  
Facilities  
Services

Manager  
Facilities  
Services

Ancillary  
Services

Special Projects

Purchasing

David Lam  
Campus

New Westminster  
Campus



**LOUIE GIROTTO**



**RANDY CHAMBERS**



**EVELYN WRIGHT**



**DEB JACKSON Interim**



**DOUGLAS DOUGLAS COLLEGE FACILITIES SERVICES**

Director Facilities Services

↓

Manager Facilities Services

Special Projects



LOUIE GIROTTO

- 18 years at Douglas College
- Cyclical maintenance
- Energy management
- Facilities inventory system
- Management of facilities network
- 37 contractors reporting indirectly

**DOUGLAS DOUGLAS COLLEGE FACILITIES SERVICES**

Director Facilities Services

SUSAN McLAUGHLAN  
Interim  
Administrative Officer



Manager Facilities Services

Ancillary Services



LINDA VALECOURT

Manager Facilities Services

Special Projects



LOUIE GIROTTO

Manager Facilities Services

Purchasing



RANDY CHAMBERS

Manager Facilities Services

David Lam Campus



EVELYN WRIGHT

Manager Facilities Services

New Westminster Campus



DEB JACKSON Interim



# FACILITIES SERVICES

Director  
Facilities  
Services

Manager  
Facilities  
Services

Ancillary  
Services



LINDA VALECOURT

- 24 years at Douglas College
- Bookstores operation
- Copyright clearance & training
- Print shop, shipping & receiving
- Mail Services
- Oversees 16 employees
- Hires 16 to 20 Auxiliary throughout the year



# FACILITIES SERVICES

Director  
Facilities  
Services


TERRY LEONARD



SUSAN McLAUGHLAN  
Interim  
Administrative  
Officer

Manager  
Facilities  
Services

Ancillary  
Services



LINDA VALECOURT

Manager  
Facilities  
Services

Special Projects



LOUIE GIROTTO

Manager  
Facilities  
Services

Purchasing



RANDY CHAMBERS

Manager  
Facilities  
Services

David Lam  
Campus



EVELYN WRIGHT

Manager  
Facilities  
Services

New Westminster  
Campus



DEB JACKSON Interim

**DOUGLAS COLLEGE** **FACILITIES SERVICES**

**Director Facilities Services**




TERRY LEONARD

- 32 years at Douglas College
- Responsible for ongoing operation of the Facilities Services
- Project management, planning, project development
- Oversees 250 employees, contracts and contractors on the day to day operation


**DOUGLAS COLLEGE** **FACILITIES SERVICES**

**Director Facilities Services**



TERRY LEONARD

SUSAN McLAUGHLAN  
Interim  
**Administrative Officer**



**Manager Facilities Services**  
**Ancillary Services**  
LINDA VALECOURT

**Manager Facilities Services**  
**Special Projects**  
LOUIE GIOTTO

**Manager Facilities Services**  
**Purchasing**  
RANDY CHAMBERS

**Manager Facilities Services**  
**David Lam Campus**  
EVELYN WRIGHT

**Manager Facilities Services**  
**New Westminster Campus**  
DEB JACKSON Interim

**DOUGLAS DOUGLASCOLLEGE FACILITIES SERVICES**

**WHO BENEFIT THE MOST FROM WHAT WE DO**



A slide with a grey background and a blue header bar. The header contains the Douglas College logo and the text "FACILITIES SERVICES". The main text "WHO BENEFIT THE MOST FROM WHAT WE DO" is written in large, white, bold, sans-serif font, slanted upwards. To the right of the text is a 3D-style logo of the word "DOUGLAS" in green and white.

**DOUGLAS DOUGLASCOLLEGE FACILITIES SERVICES**



**"OUR STUDENTS"**

A slide with a grey background and a blue header bar. The header contains the Douglas College logo and the text "FACILITIES SERVICES". Below the header is a collage of four photographs: a group of four students smiling outdoors, a student in a white lab coat working in a chemistry lab, a student in a red and blue graduation gown holding a diploma, and a student in a red shirt using a blue exercise ball in a gym. At the bottom, the text "OUR STUDENTS" is written in large, green, bold, sans-serif font, slanted upwards.