

6. INFORMATION/COMMUNICATION

6.1.1 BCGEU

The Chair congratulated BCGEU Constituency Group Leader Mark Ferley on his recent election, and welcomed him to his first Board meeting.

6.1.2 DCFA

The Chair thanked Susan Briggs for her report and invited comments. Noting the DCFA's participation in the prior evening's inaugural Presidential Search Advisory Committee (PSAC) meeting, Ms. Briggs thanked PSAC Chair Paul Wates, Shelagh Donnelly and Board Chair Andrew Taylor for their committee work. She expressed her belief that the committee would do well.

6.1.3 DSU

There was no DSU representative at the table.

7. REPORTS

7.1 BOARD CHAIR

At the Chair's request, Ann Kitching reported on the October 6, 2008 BC Colleges and Institutes (BCCI) meeting she'd attended on his behalf. The Chair then reported on the subsequent delegation of three Board Chairs, who met with Ministry of Advanced Education and Labour Market Development (ALMD) representatives in Victoria. Minister Coell had cautioned Chairs to be aware that the provincial surplus had recently dropped to \$500 million.

The Chair reported that we expect word on a new Order In Council appointment to the Board in early December 2008. This appointment will reflect Christian Codrington's departure from the Board on December 31, 2008 due to career and other commitments. The next such appointments will reflect Cathie Gibson's conclusion of service on July 31, 2009 and then the completion of Ann Kitching's and Andrew Taylor's terms of service on September 30, 2009. The Chair again thanked all Board members and Marian Exmann for their participation in the October 2008 Board retreat, which was an engaging session that resulted in the launch of the Presidential search efforts now underway.

The Chair drew Board members' attention to the December 7, 2008 *Light Up the Lake* Douglas College Foundation fundraiser. He also noted the May 31 – June 2, 2009 Association of Canadian Community Colleges' (ACCC's) AGM, to be held in Charlottetown, Prince Edward Island. The Chair will circulate a formal call in January 2009 for expressions of interest in attending this event.

7.2 EDUCATION COUNCIL

7.2.1 Chair's Report – Item 7 was deferred until after the discussion of Item 8.3, at which point Acting Education Council Chair Graeme Bowbrick reported that he'd served as Chair on behalf of Susan Meshwork for the November meeting, which had progressed smoothly.

7.2.2 Board Member Liaison Report – Ann Kitching reported that, while Susan Meshwork was missed, Graeme Bowbrick had done a superb job of chairing the recent Education Council meeting.

7.3 PRESIDENT'S REPORT – Susan Witter reported on her recent travels to China with Dr. Guangwei Ouyang in order to establish a partnership for a university field school in Nanning, China. At the Chair's invitation, Guangwei Ouyang reported on the work underway, prompted by previous international successes enjoyed by Douglas College students, to establish a permanent field school.

7. REPORTS, cont'd**7.3 PRESIDENT'S REPORT, cont'd**

With the support of a faculty member sponsored by the College's Scholarly Activity fund, Douglas College is working on a partnership in southern China. There is great excitement surrounding this collaboration, which would represent that organisation's first North American partnership. Such a field school would see 25 to 30 Canadian students travel abroad for a six-week period, studying primarily Douglas College courses taught by two or three Douglas College faculty members. At the same time they undertake course work for nine to 12 credits, such students would mix with students from throughout Asia. Another international opportunity will soon be offered to Douglas College students, in that three faculty members and up to 25 students will have the opportunity to study in Wales following the Winter 2009 semester. Susan Witter thanked Guangwei Ouyang for his update and his good work.

Susan Witter reported on a recent, annual meeting with the Ministry of Advanced Education and Labour Market Development (ALMD). ALMD is now the largest of all provincial government ministries, and education represents only one aspect of the ministry's mandate. As mentioned by the Chair, economics and the provincial financial situation are of concern. There is no hope of additional funding for 2009/10 and the Ministry's plans will reflect labour markets. In terms of Full Time Equivalent (FTE) targets, targets will not be reduced but ALMD is open to discussions of broadening performance measures and indicators Douglas College would like considered. This is positive news, as measures are not currently in place for many good community endeavours in which the College is engaged – education, faculty involvement in community events, community volunteer work and more.

8. BOARD COMMITTEES

8.1 Finance Committee – Chair Paul Wates reported that the committee had met on November 15, 2008 and undertaken a full review of cafeteria financial reports as recommended by the College's auditor. The committee satisfied itself that the third party and accounting controls for the cafeteria, as well as for College parking revenues, are satisfactory. The current cafeteria contract will expire in March 2009, and will soon go out to tender. Revenues should increase, given that anticipated lifting of exemptions in light of increased student counts at the David Lam Campus. The committee also reviewed the Board's finances during its recent meeting, and all is in order.

The Finance Committee is currently projecting increased revenues of \$1.3 million in addition to the original Operating Fund budget, as well as \$200,000 in increased expenses, for a net increase of \$1.1 million. This will take the College from a projected deficit of \$708,000 to a 2008/09 surplus currently projected at \$392,000. The Board should balance such positive news, however, with awareness of ongoing economic matters.

Paul Wates referenced the Summer 2008 Non-Credit and Fall 2008 Credit FTE Enrolment Reports, and invited and responded to questions. He also noted that the Douglas Students' Union (DSU) Receiver-Manager and Treasurer attended the committee's November 15, 2008 meeting and that he would report on that matter during the In Camera session.

8.2 Human Resources Committee – Committee Chair Cathie Gibson had nothing to report.

8.3 Douglas College Foundation Liaison's Report – Cathie Gibson requested an opportunity to report on Foundation work, and so the agenda was revised at this point. The Foundation Board held a regular meeting on November 18, 2008, with presentations by Acting Foundation Coordinator Tracy Green and Veronica (Ronnie) Wall, a Technician with the College's Institute of Urban Ecology. The Foundation is continually identifying potential donors and reconnecting with past prospects. Circulating information forms, Cathie Gibson issued a challenge to College Board members to identify prospective donors to her or to Hazel Postma on or before December 31, 2008.

8. BOARD COMMITTEES, cont'd**8.3 Douglas College Foundation Liaison's Report, cont'd**

The Foundation's 2008 *A Class Act* fundraiser was successful. The *Light the Lake* event, already noted by the Board Chair, was scheduled for a 4:00 p.m. start on December 7, 2008. Economics are such that there has been a reduction in the number of Foundation sponsorships, making it increasingly important for stakeholders to attract new donors.

At Cathie Gibson's invitation, Hazel Postma relayed a challenge from the Foundation Board to the College Board to match the Foundation Board's 100% donor participation rate.

Board Chair Andrew Taylor conveyed his congratulations on the *A Class Act* fundraiser, which a number of Board members attended and enjoyed.

8.4 Presidential Search Advisory Committee (PSAC) – Paul Wates reported on the previous evening's PSAC meeting and the subsequent meeting planned for December 3, 2008. He reiterated Susan Briggs' earlier, positive comments and thanked the College's constituency groups for their appointments to the committee.

9. ANNOUNCEMENTS AND GENERAL INFORMATION

The Chair noted the editions of *Inside*, the College newsletter, in Board members' packages, as well as the news clippings, which demonstrated the Foundation's and Hazel Postma's highly visible presence in the community. He invited comments; Matthew Steinbach was pleased to see the inclusion of a clipping from *The Other Press*, the student newspaper, included in the package.

10. ISSUES ARISING FROM BOARD MEETING

There were no matters arising.

11. BOARD MEMBERS' REPORTS

Board members reported on the numerous College-related undertakings in which they'd recently been involved.

12. DATE AND LOCATION OF NEXT MEETING:

The next meeting will be held at 6:00 p.m. on Thursday, December 18, 2008, immediately following the College's *Seasonal Social*.

13. ADJOURNMENT

There being no further business, the meeting adjourned at 7:09 p.m.

CHAIR

PRESIDENT