

Open Meeting File 2019-09-26 for approval November 21, 2019

IN ATTENDANCE**Board Members**

Ivanna Cikes, Education Council Chair (ex-officio)
Kathy Denton, President (ex-officio)
John Evans
Adel Gamar, Board Vice Chair
Brian Haugen, TSC Chair, Board Vice Chair
Nikiel Lal (via phone)
Bobby Pawar
Maureen Shaw
Eileen Stewart, BEGC Chair; Board Chair
Susan Todd, AFC Chair

Administration

Jo-Anne Bilquist, College Secretary (Recorder)
Thor Borgford, VP Academic and Provost
Sarah Dench, AVP Academic and Student Affairs
Keith Ellis, AVP Institutional Effectiveness
Vivian Lee, Director, Finance
Brian Mackay, AVP Technology & CIO
Rebecca Maurer, AVP Human Resources
Kayoko Takeuchi, VP Administrative Services and CFO
Dave Taylor, AVP Public Affairs

Guests

n/a

Observers

Jasmine Nicholsfigueiredo, Douglas College Faculty Association

REGRETS**Board Members**

Bill Archibald
Rebecca Jules
Telka Pesklevits
Dave Seaweed
Jodie Wickens

Management:

Guangwei Ouyang, VP International Education & Strategic Partnerships

Observers:

Ryan Cousineau, **BCGEU**

1. CALL TO ORDER AND CHAIR'S REMARKS

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

Bobby Pawar acknowledged that we are meeting and working on the unceded and traditional territories of the Qayqayt First Nation and all Coast Salish peoples.

The Chair advised Board members that Nikiel Lal is joining the meeting via telephone.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2019/0901 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the June 27, 2019 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the June 27, 2019 Closed Session
- 2.3 Correspondence, Reports and Invitations Extended to the Board

3. WELCOME/INTRODUCTION OF NEW BOARD MEMBERS

3.1 Bill Archibald, Nikiel Lal

Eileen Stewart welcomed new Board members Bill Archibald and Nikiel Lal, noting that Bill is unfortunately unwell and has sent regrets for this meeting. Eileen noted that mentors have been assigned to the new members, with Adel Gamar providing mentorship for Nikiel and John Evans mentoring Bill. Nikiel was invited to introduce himself to the Board, and he explained that he is connecting via phone from Saskatchewan where he is attending a conference on Student Leadership.

Eileen also welcomed Kayoko Takeuchi to her first Board meeting since being appointed Vice President Administrative Services and CFO, and invited her to introduce herself.

4. PRESIDENT'S REPORT

4.1 Report on Operational and Strategic Matters

Kathy Denton referred to her written report in the agenda package. She provided additional detail on progress with strategic planning since the Board last met. She advised that materials had been shared with the College community, and a recent town hall session provided good feedback. Kathy reported renewed optimism regarding accreditation with the Canadian Association of Social Work Education (CASWE), noting the issue is not solved but is moving forward. Kathy also highlighted the Athletics Scholarship Brunch earlier today, indicating it was a well-attended event with lots of community engagement.

4.2 Campus Name Change

Kathy reiterated information as provided in the materials, confirming the plaque dedicated to David Lam will remain at the Coquitlam campus.

It was moved, seconded and unanimously resolved:

2019/0902 *THAT the Douglas College Board approve the renaming of the David Lam Campus to the Coquitlam Campus*

5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

5.1 Board Executive and Governance Committee (BEGC)

a) Chair's Report

Eileen Stewart invited any questions regarding her written report included in the agenda package; none were raised.

b) Committee Chairs and Members

Eileen reviewed the resolution, as approved via email in August.

As Confirmed by Consent Resolution 2019/0801:

"THAT the Douglas College Board approves Committee Chairs and Members effective August 23, 2019 as follows:

- i. Audit & Finance Committee (AFC):
Susan Todd (Chair), John Evans, Adel Gamar, Maureen Shaw*
- ii. Human Resource Committee (HRC):
Rebecca Jules (Chair), John Evans, Bobby Pawar*
- iii. Campus Planning Committee (CPC):
Jodie Wickens (Chair), Bobby Pawar, Dave Seaweed, Maureen Shaw*
- iv. Technology Strategy Committee (TSC):
Brian Haugen (Chair), Bill Archibald, John Evans, Telka Pesklevits*

- v. Board Liaison to the Douglas College Foundation:
Telka Pesklevits
- vi. Board Liaison to Education Council (EdCo):
Nikiel Lal
- vii. Board Representative to the Douglas College Honorary Fellow Selection Committee:
Bill Archibald

5.2 Audit and Finance Committee (AFC)

a) Chair's Report

Susan Todd advised members that in addition to information provided in her report, the Committee reviewed items presented on the agenda separately. She noted Facilities Director Chris Gardner had provided a presentation on campus planning, and that AFC endorses the proposed project.

b) Recommendation on Statement of Financial Information (SOFI) Pursuant to the Financial Information Act

Susan confirmed that the Committee reviewed the SOFI report, released in April, listing remuneration of College employees, Board members, and monies paid to suppliers. The report is provided annually.

It was moved, seconded and unanimously resolved:

2019/0903 *THAT the Douglas College Board approve the Statement of Financial Information pursuant to the Financial Information Act for the year ended March 31, 2019*

c) Douglas College Investment Policy: Annual Review and Recommendations

Susan highlighted the relatively minor revisions, as outlined in the materials provided, recognizing a shift to new funds for infrastructure and mortgages.

It was moved, seconded and unanimously resolved:

2019/0904 *THAT the Douglas College Board approve the revised Investment Policy A62 reflecting changes relating to relevant policies of new Infrastructure Equity and Mortgage Fund Managers, as presented September 26, 2019*

d) Quarterly Three-Year Financial Forecast: Q1, 2019/20

Susan reviewed the report as presented, advising that these forecasts are provided to government by all ministries in a prescribed format.

5.3 Human Resources Committee (HRC)

a) Chair's Report

Bobby Pawar reviewed the written report, in the absence of Committee Chair Rebecca Jules. It was noted that documents mentioned in the report are available in the Board Resource Centre. There were no additional questions.

5.4 Campus Planning Committee (CPC)

a) Chair's Report

Maureen Shaw reviewed the Committee's report in the absence of Chair Jodie Wickens and invited questions. None were raised.

b) Centralized Student Services Renovation Project

Maureen advised that the Committee reviewed and discussed the project proposal presented by Director of Facilities Chris Gardner. As previously noted, AFC also reviewed the proposal and is comfortable with the finances. Board members had no additional questions.

It was moved, seconded and unanimously resolved:

2019/0905 *THAT the Douglas College Board approve the New Westminster Campus Centralized Student Services Renovation Project budget of \$10,519,000 including the use of Capital Reserves up to \$8,519,000 in fiscal 2019/20*

5.5 Technology Strategy Committee (TSC)

a) Chair's Report

Brian Haugen reminded the Board that TSC did not meet in September, as per the approved Terms of Reference.

5.6 Education Council

a) Education Council Chair's Report: September 2019 Meeting

Ivanna Cikes referred to her report, as provided in the package. She commented on new affiliations approved with two institutions in South Korea, providing opportunities for students and faculty. She also noted Education Council is in the process of designating an Ad Hoc Committee to review their by-laws.

b) Board Liaison's report

Nikiel Lal indicated he had nothing to add to the report provided.

5.7 Douglas College Foundation

a) Board Liaison's Report

Kathy Denton provided a brief report on the Foundation's meeting, noting they are well ahead of their annual target to raise \$2 million this year.

5.8 Honorary Fellow Committee

a) Board Liaison's Report

Dave Taylor advised that the Committee has completed their work for this year, and will meet again in spring.

6. NEXT MEETING AND ADJOURNMENT

There being no further business, Eileen Stewart confirmed the next regular Board meeting on November 21, 2019. She reminded Board members of the Board Retreat on October 18 and 19, 2019. The meeting was adjourned at 5:30 pm.