

*Open Meeting File 2023-09-21 for approval November 23, 2023*

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

Kathy Denton, President (ex-officio)  
Danna Domasig  
Ava Ferenc  
Adel Gamar, CPC Chair  
Bereket Kebede, Vice Chair; AFIC Chair  
Natasha Knox, BEGC Chair; Board Chair  
Marilyn Marchment  
Sally Mennill, Education Council Chair (ex-officio)  
Baljinder Narang, Vice Chair; HRC Chair  
Mohammad Rafiei  
Daniel Rothwell  
Erin Rozman  
Jin Taek Shim  
Susan Todd

**Administration**

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

**Observers**

Andrew Dalton, DSU  
Sam Schechter, DCFA

**Guests:** N/A

**REGRETS**

**Board Members:** Brian Haugen

**Management:** Keith Ellis, AVP Institutional Effectiveness

**Observers:** Ryan Cousineau, GEU

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

There being a quorum present, Chair Natasha Knox called the meeting to order at 5:00 p.m.

Ava Ferenc acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q'ícəy' (Katzie), q'wə:ńł'əń (Kwantlen), kwikwəłəm (Kwikwetlem), x'wəθk'wəyəm (Musqueam), and qiqéyt (Qayqayt) First Nations. Acknowledging truth and reconciliation day.

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

It was moved, seconded and unanimously resolved:

**2023/0901** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the June 22, 2023 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the June 22, 2023 Closed Session
- 2.3 Consent Resolution Approved by the Board August 18, 2023
- 2.4 Correspondence, Reports and Invitations Extended to the Board

### **3. WELCOME/INTRODUCTION OF NEW BOARD MEMBERS/ATTENDEES**

Natasha Knox welcomed new members. All board members did a roundtable introducing themselves.

### **4. PRESIDENT and CEO'S REPORT**

#### **4.1 President's Report**

Kathy Denton referred to her written report included in the agenda package. Kathy advised the Board that the report follows a consistent format, and that at every meeting she will highlight different components from the report.

The first item for the foreseeable future pertains to the new academic and student housing building. She noted that the item will be going for vote before the City of New Westminster on September 25<sup>th</sup>. Kathy acknowledged the hard work of Kayoko Takeuchi, Keith Ellis, Chris Gardner, Dave Taylor and Vivian Lee.

Kathy advised that she had been appointed the Chair of the Degree Quality Assessment Board ("DQAB") until the summer of 2026. She noted the valuable work that DQAB oversees, and expressed the benefit to the College of her appointment.

Finally, Kathy highlighted that the College had been selected to participate in a survey relating to international education. She advised that there are 6 or 7 post-secondaries in British Columbia that are participating. Kathy noted that this is a hot topic in government, and that the Senior Management Team is keeping a close eye on the subject. Additionally, Kathy identified that Douglas' international student base is diverse with over 100 countries represented. As such, Douglas is less exposed than other institutions.

### **5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS**

#### **5.1 Board Executive and Governance Committee (BEGC)**

##### **a) Committee Report**

Natasha Knox referred to the report included in the package and invited questions. None were raised.

##### **b) Board Composition: Campus Planning Committee & Education Council Liaison**

Natasha Knox provided context to the item as published. She noted that a scheduling conflict had arisen, and that members were in agreement with the recommended changes.

It was moved, seconded and unanimously resolved:

**2023/0902** *THAT the Douglas College Board approves Committee Chairs and Committee members as follows:*

*Campus Planning Committee (CPC)*

*Adel Gamar, Chair*

*Danna Domasig*

*Marilyn Marchment*

*Mohammad Rafiei*

*Daniel Rothwell*

*Education Council Committee Liaison*

*Ava Ferenc*

##### **c) Board Development: Board Education and Development Opportunities**

Natasha Knox referred to the item as published and no questions arose.

**d) Board Members' Code of Conduct Confirmation**

Natasha Knox confirmed that all members are to have read the Code of Conduct.

**5.2 Audit and Finance Committee (AFIC)****a) Committee Report**

Bereket Kebede referred to the published report in the package and advised that the College had received an unexpected grant of \$7,000,000. He invited questions, and none were raised.

**b) Statement of Financial Information (SOFI): Annual Review**

No discussion arose from the materials as published.

It was moved, seconded and unanimously resolved:

**2023/0903** *THAT the Douglas College Board approve the Statement of Financial Information for the year ended March 31, 2023*

**c) Quarterly Update to Annual Forecast: Q2 2023/2024**

Natasha Knox invited questions on the published materials, and none were raised.

**5.3 Human Resources Committee (HRC)****a) Committee Report**

Baljinder Narang referred to the report as published in the meeting materials. No questions arose.

**5.4 Campus Planning Committee (CPC)****a) Committee Report**

Adel Gamar referred to the report, highlighting that the Committee had welcomed its new members. No questions were raised.

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

Sally Mennill noted that it was a quiet September meeting, and invited questions on her report. No questions arose.

**b) Board Liaison's Report**

Danna Domasig was not able to attend the Education Council meeting.

**5.6 Honorary Fellow Committee****a) Board Liaison's Report**

Dave Taylor welcomed Baljinder Narang to the Committee, and thanked Erin Rozman for her past years served. Dave explained the purpose of the Committee and advised that they will be meeting to review the shortlist of potential candidates with a hope to bring forward names in November.

**5.7 Board Development Reporting**

Natasha Knox invited members to share any governance related training they had recently participated in. Due to the summer break, none had occurred.

**6. NEXT MEETING AND ADJOURNMENT**

There being no further business the meeting was adjourned at 5:22 p.m.