

*Open Meeting File 2010-04-15, approved May 20, 2010*

## **IN ATTENDANCE**

### **Board Members**

Bruce Clarke  
Caroline Jellinck  
Peter Kendrick, Vice Chair  
Scott McAlpine, President (ex-officio)  
Elizabeth McCausland, A/Education  
Council Chair (ex-officio)  
Mike Regan  
Mike Russell  
Sydney Tomchenko  
Paul Wates, Chair

### **Administration**

Sean Kelly, Manager, Marketing and Operations CMO  
Jan Carrie, Acting Vice President, Education  
Kathy Denton, Dean, Faculty of Humanities and Social Sciences  
Shelagh Donnelly, Executive Assistant to the College Board; recording  
Marian Exmann, Associate Vice President, Employee Relations  
Blaine Jensen, Vice President, Educational Services  
Karen Maynes, Vice President, Finance and Administration  
Guangwei Ouyang, Associate Vice President, International Education  
Christine Worsley, Director, Finance

### **Observers**

Peter Wilkins

## **REGRETS**

### **Board Members**

Graeme Bowbrick  
David Guedes  
Mary Hemmingsen, Vice Chair  
Michael Hwang

### **Administration**

Hazel Postma, Associate Vice President, External Relations

### **Observers**

Mark Ferley, BCGEU  
Alessandro Iachelli, DSU

## **GUESTS\***

T. Borgford, T. Frick, Faculty Emeritus, Allison Gill, Katie Macleod; regrets from invited guest Keith Ellis

\* Those in attendance as guests remained for a portion of the meeting, departing after the award presentation.

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

Chair Paul Wates called the meeting to order at 5:15 p.m. He welcomed new Faculty Emeritus honoree Tim Frick and other guests in attendance, as well as Kathy Denton and Sean Kelly. The Chair conveyed regrets from Graeme Bowbrick, David Guedes, Mary Hemmingsen and Michael Hwang.

President Dr. Scott McAlpine thanked Jan Carrie for her stellar contributions in her 10 months as Acting Vice President, Education of Douglas College. Paul Wates echoed the President's sentiments, and the Board's appreciation of Ms. Carrie's ability to step in and perform so effectively in the role.

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

It was moved by Peter Kendrick, seconded by Sydney Tomchenko and unanimously resolved:

06/2010 *THAT the Board approve the agenda and approve/acknowledge the following items on the consent agenda.*

- 2.1 Minutes of the March 18, 2010 Open Session Board Meeting – approved
- 2.2 Report: BC Government and Service Employees' Union (BCGEU) – acknowledged
- 2.3 Report: Douglas College Faculty Association (DCFA) – acknowledged
- 2.4 Report: Douglas Students' Union (DSU) – acknowledged
- 2.5 Report: Acting Chair, Education Council – acknowledged
- 2.6 Report: Correspondence, Media and Events – acknowledged

**3. PRESENTATION****3.1 Presentation of Faculty Emeritus Award: Tim Frick**

Paul Wates invited all to join in honouring and congratulating Tim Frick as a 2010 recipient of the Douglas College Faculty Emeritus award, which was first established in 2004 and is awarded to retirees who demonstrated sustained excellence over a period of at least ten years at the College. The Chair highlighted Mr. Frick's significant accomplishments and numerous contributions; the Chair and President presented Mr. Frick a plaque recognizing his achievements. Mr. Frick, who was recognised with a standing ovation, offered his thanks for both the nomination and the award, and his insights on his association with Douglas College and its students.

**4. FOR REVIEW/APPROVAL****4.1 Notice of Intent:****Proposed By-Law Amendment – 83-5(A22): Fees and Charges for Instruction**

Karen Maynes reported that the proposed increase would impact full time students to the extent of \$27 per semester and that the Notice of Intent, brought to this meeting for information and consideration, would be brought forward for a formal vote at the May 20, 2010 Board meeting. Questions were invited and asked, and Karen Maynes confirmed that the proposed 2% increase was consistent with proposals by other BC colleges.

**4.2 Education Council Advice on the 2010/11 Douglas College Budget**

The Chair invited questions or discussion of Acting Education Council Chair Elizabeth McCausland's formal advice on behalf of Education Council. Peter Kendrick noted that the Audit and Finance Committee had found that there were no inherent risks in the context of the offered advice, and the Board Chair thanked the Acting Education Council Chair for that body's advice.

**4.3 Recommendation on 2010/11 Douglas College Operating Budget**

Peter Kendrick reported that there were no changes from the previous recommendation, and that the Audit and Finance Committee was fully supportive of the 2010/11 operating budget as proposed. The Chair invited questions of the Vice President, Finance and Administration.

It was moved by Peter Kendrick, seconded by Mike Regan and unanimously resolved:

07/2010        *THAT the College Board approve the 2010/11 Operating Budget for \$95,160,000.*

**4.4 Recommendations on 2010/11 Douglas College Operating Capital Budget:**

- a) Recommendation on Appropriation from Ancillary Fund Revenues
- b) Recommendation on 2010/11 Operating Capital Budget

Audit and Finance Committee Chair Peter Kendrick offered that committee's perspectives on the proposed budget, and Board members queried planning details.

It was moved by Peter Kendrick, seconded by Bruce Clarke and unanimously resolved:

08/2010        *THAT the College Board approve an appropriation of \$544,000 from the Ancillary Fund revenues earned in 2009/10 to be used for purchase of the following:*

- *Ancillary Areas FF & E - \$21,000*
- *Ancillary Areas Educational Technology - \$23,000*
- *General Operating Capital - \$500,000*

#### **4.4 Recommendations on 2010/11 Douglas College Operating Capital Budget, cont'd**

It was moved by Peter Kendrick, seconded by Sydney Tomchenko and unanimously resolved:

09/2010      *THAT the College Board approve the 2010/11 Operating Capital Budget in the amount of \$2,716,000.*

#### **5. OTHER REPORTS**

##### **5.1 Report: Audit and Finance Committee**

Committee Chair Peter Kendrick reported that the committee's most recent meeting had been directed primarily toward budget matters.

##### **5.2 Report: Human Resources Committee**

Committee Chair Mike Russell advised that he would report during the In Camera meeting.

##### **5.3 Liaison Report: Douglas College Foundation**

The Chair noted regrets from Liaison Mary Hemmingsen.

##### **5.4 Liaison Report: Education Council**

Liaison Peter Kendrick advised that he had no updates to report.

##### **5.5 Board Chair's Report**

The Chair congratulated Bruce Clarke on his re-election as staff representative on the College Board, and reported on the election of Don Valeri as the incoming faculty representative, with a term commencing September 1, 2010. Student election results were anticipated the week of April 19, 2010.

The Chair reported that, in addition to the September 2009 Order In Council vacancy, this Board would have a second vacancy given the conclusion of Michael Hwang's term on December 31, 2010. The Chair advised that he and the Board Executive Assistant would meet with the Board Resourcing and Development Office's (BRDO's) Natalia Brodie the week of April 19, 2010 to resume work on recruitment planning. This Board has requested an early appointment to the second vacancy, in order that both new appointees could potentially attend the August 2010 Board retreat. The Chair encouraged Board members to consider prospective candidates they may know, and advise the Board Executive Assistant.

Paul Wates advised that he, Peter Kendrick and Sydney Tomchenko would attend the Association of Canadian Community College's (ACCC's) 2010 conference.

The Chair presented a Certificate of Completion to Peter Kendrick for his participation in the December 2009 offering of Post Secondary Threat Risk Assessment Training, Level One.

**5.6 2010 Strategic Planning**

The President reported that the initial consultation stage had been completed, and that more than 200 students and 150 employees were among those who had attended 14 open consultation sessions, one student session and three community strategic planning forums.

Additional input was secured through the January 2010 College Board retreat as well as a session with Deans and Directors, regular meetings of the Strategic Planning Advisory Group (SPAG) and through consultation with the Ministry of Advanced Education and Labour Market Development (ALMD). Internationally, the College consulted with partners in China: the Shanghai Institute of Foreign Trade (SIFT) and Heilongjiang Institute of Science and Technology (HIST). Scott McAlpine advised that the College would engage in further consultation on completion of the draft Strategic Plan.

**6. NEXT MEETING AND ADJOURNMENT**

There being no further business, the meeting adjourned at 5:46 p.m. The next Open Session meeting was confirmed for a 5:00 p.m. start in the New Westminster Campus on Thursday, May 20, 2010.

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CHAIR

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PRESIDENT