

Open Meeting File 2012-03-15, approved April 19, 2012

IN ATTENDANCE**Board Members**

Bruce Clarke
Daniel Fontaine
Peter Kendrick, Vice Chair
Marina Kolar
Scott McAlpine, President
(ex-officio)
Elizabeth McCausland,
Education Council Chair
(ex-officio)
Gerry Shinkewski
Sydney Tomchenko
Jim Utley, Vice Chair
Don Valeri
Paul Wates, Chair

Administration

Kathy Denton, Vice President, Academic (VPA)
Shelagh Donnelly, Executive Assistant to the College Board; recording
Blaine Jensen, Vice President, Educational Services (VPES)
Maureen McGee, Administrative Assistant; administrative support
Karen Maynes, Vice President, Finance and Administration (VPFA)
Guangwei Ouyang, Associate Vice President, International (AVPI)
Wanda Sanginesi, Associate Vice President, Human Resources (AVPHR)
Dave Taylor, Director, Marketing and Communications Office (MCO)

Observers

n/a

GUESTS**

Naseem Babul, Jonathan Baylis, Kathy Bell, Michelle Henderson, Mikki Herbold, Marti Joyce, Carmen Larsen, Sandy McPherson, Rose Mabruk, Janice Penner, Leda Reaume, Julia Robinson, Geraldine Roy, Carl St. Jean, Carol St. Jean, Faculty Emeritus, Paul St. Jean, Tom Whalley

REGRETS**Board Member(s)**

Mary Hemmingsen
Jerin Mece
Shelley Williams

Administration

Hazel Postma, Associate Vice President, External Relations (AVPER)

Observer(s)

Mark Ferley, BCGEU
Sandra Hochstein, DCFA
Cathy Pham, DSU

* late arrival

** departed upon conclusion of item 3., Faculty Emeritus presentation

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Paul Wates welcomed all and called the meeting to order at 5:07 p.m. He offered a special welcome to honoree Carol St. Jean and her sons Carl and Paul St. Jean, and to Ms. St. Jean's long time friend and former neighbor Ms. Sandy McPherson. The Chair conveyed regrets from those unable to attend, and relayed apologies from Ms. Pham for her unanticipated inability to participate and present to the Board.

2. APPROVAL OF AGENDA/CONSENT AGENDA

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

06/2012

THAT the Douglas College Board approve the revised agenda reflecting the deletion of Item 6, Douglas Students' Union (DSU) Presentation: Tuition Fees, and approve/acknowledge the following items on the consent agenda.

- 2.1 Minutes of the February 15, 2012 Open Session Board Meeting – approved
- 2.2 Reports (February, March 2012): Douglas Students' Association (DSU) – acknowledged
- 2.3 Report: College President – acknowledged
- 2.4 Withdrawal of Program Credential: Certificate in Community Social Service Work - approved
- 2.5 Report: Correspondence and Events – acknowledged

Note: Those items subsequent to the intended DSU presentation were subsequently renumbered to reflect the deletion of Item 6 as presented on the agenda.

3. PRESENTATION: FACULTY EMERITUS

The Chair invited all to join in honouring and congratulating Carol St. Jean as the 29th recipient of the Douglas College Faculty Emeritus award, which was first established in 2004 and is awarded to retirees who have demonstrated sustained excellence over a period of at least 10 years at the College. Such recognition reflects outstanding contributions to both one's discipline and the College community. The Chair thanked Ms. St. Jean's colleagues for attending the evening's presentation, and for their insights on Ms. St. Jean's contributions to the College, some of which he shared with those in attendance. The Chair thanked and commended Ms. St. Jean for her excellence in teaching over a 25-year period at Douglas College, and for her outstanding contributions to both the English as a Second Language (EASL) department and the College community.

Ms. St. Jean offered that she was overwhelmed to be in the company of earlier recipients of this honour, and that of her colleagues in attendance for this presentation. She relayed her appreciation for the support afforded EASL and International Education at Douglas College, and offered recognition of her teaching colleagues from EASL, Developmental Studies (DVST) and Modern Languages. Ms. St. Jean reflected on the pleasure derived in working with her peers, administrators, Board members and students at Douglas College, and conveyed her appreciation of the EASL support staff.

The meeting adjourned for photographs, and resumed at 5:28 p.m.

4. PRESIDENT'S REPORT

The President reported on the College's completion of a staff survey, the results of which were available online, and reported on two Strategic Plan town halls he had recently hosted. The President thanked Board members Jim Utley and Don Valeri for attending the town hall sessions, and invited questions. There were none.

5. FOR CONSIDERATION

5.1 Ministry of Advanced Education (AVED) Vision, Mission and Organizational Changes

The President reported on recent organisational changes within the Ministry of Advanced Education, and invited and responded to questions.

6. CHAIR, COMMITTEE AND LIAISON REPORTS

6.1 Board Chair's Report

6.2 Board Executive and Governance Committee (BEGC)

Committee Chair Paul Wates reported that the BEGC had last met on March 6, 2012 and had, among other matters to be reviewed in the Closed Session meeting, continued work on its review of Board policies and by-laws. The Chair thanked those Board members who attended the College's Winter 2012 graduation ceremonies, and noted Jim Utley's rousing speeches to two of the four graduating classes. The Chair noted that the Registrar's Office had confirmed it would issue a call the subsequent week for nominations of students for election to 2012-13 terms on the College Board.

6.3 Audit and Finance Committee (AFC)

On behalf of Committee Chair Shelley Williams, Peter Kendrick reported that, during its March 12, 2012 meeting, the AFC reviewed College safety statistics and other governance issues in accordance with the Committee's Terms of Reference. He advised that the Vice President, Finance and Administration (VPFA) reviewed with the AFC information confirming that the Douglas Students' Union (DSU) was in compliance with the College and Institute Act, and that The Other Press, the student newspaper, was also in compliance with guidelines. The Acting AFC Chair invited questions; there were none.

6. CHAIR, COMMITTEE AND LIAISON REPORTS, cont'd**6.4 Report: Human Resources Committee (HRC)**

Committee Chair Jim Utley reported on the HRC's March 6, 2012 meeting, which included a review of grievances and succession planning, and progress on development of the survey for evaluation of 2011-12 CEO performance. The HRC Chair anticipated providing the Board Executive and Governance Committee (BEGC) draft evaluation documents for consideration during its April 11, 2012 meeting.

6.5 Report: Chair, Education Council

Education Council Chair Elizabeth McCausland referred to her written report; questions were invited, and none arose.

6.6 Report: Education Council Liaison

Board Liaison Bruce Clarke had no additional information to report.

6.7 Report: Douglas College Foundation Liaisons

Board Liaisons Bruce Clarke and Sydney Tomchenko had no update. The Board Chair advised that he had invited the Associate Vice President, External Relations to arrange for a representative of the Foundation to present to the Board during its April 2012 meeting. Discussion ensued, and the Board Chair confirmed that the Douglas College Foundation functions independently of the College Board. The President acknowledged that, in some institutions, the governance and foundation boards are merged.

7. NEXT MEETING AND ADJOURNMENT

The Chair invited Board members to offer any questions or comments on the evening's meeting. There being none, the Chair adjourned the meeting at 5:42 p.m. and advised that the subsequent meeting was confirmed for April 19, 2012 at the New Westminster Campus.

CHAIR

PRESIDENT