

**MINUTES OF THE REGULAR MEETING OF THE
DOUGLAS COLLEGE BOARD
Open Session**

**March 19, 2009
David Lam Campus Boardroom**

Open Meeting File No. 2009-03-19

Approved April 16, 2009

ATTENDANCE

Board Members: G. Bowbrick, B. Clarke, C. Gibson, M. Hwang**, P. Kendrick, A. Kitching, S. Meshwork (ex-officio), M. Steinbach, A. Taylor, P. Wates, S. Witter (ex-officio)
Regrets: M. Hemmingsen, A. MacGrotty, M. Russell
Observers: S. Briggs (DCFA), M. Ferley (BCGEU)
Administration: B. Barber, M. Exmann, B. Jensen, J. Lindsay, K. Maynes, G. Ouyang, H. Postma, C. Worsley
Guests*: V. Arca, L. Bellano, P. Bellano, D. and D. Bramley, L. M. Bramley, C. Chuahuico, T. Etheridge, A. Heidari, L. Najera, T. Paul, J. Reid, L. Walker, J. Watson
Regrets: C. Adamus, D. Chan, Q. L. Chen, L. Ling, N. Sahakyan, T. Stefaniuk
Recording: S. Donnelly
* All guests attended the meeting in part, rather than in full.
** Late arrival

1. CALL TO ORDER

Chair Andrew Taylor called the meeting to order at 6:02 p.m. He thanked Ann Kitching for having chaired the February Board meeting, and acknowledged and welcomed the students and families at hand for presentation of the Douglas College Board Scholarships.

2. APPROVAL OF AGENDA

It was moved by Matthew Steinbach, seconded by Ann Kitching and unanimously resolved:

06/2009 *THAT the agenda be approved as distributed.*

**3. PRESENTATIONS: DOUGLAS COLLEGE BOARD SCHOLARSHIPS,
DOUGLAS COLLEGE FACULTY ASSOCIATION AWARD**

The Douglas College Board Scholarship is an endowment fund that was established following an initial donation in 1989. In order to qualify for this scholarship, which may be awarded to a student from any program of studies, a student must have a minimum GPA of 3.5. Recipients shall be on the Dean's List, and shall demonstrate excellence in studies.

The Chair and College President Susan Witter presented awards to Victoria Arca, Lisa Bellano, Lisa Marie Bramley, Clarence Chuahuico, Arash Heidari, Leticia Najera and Link Walker. Reading an inspirational letter of thanks from recipient Dannis Chan, the Chair acknowledged Christie Adamus, Ms. Chan, Quiong (Lucy) Chen, Linda Ling and Todd Stefaniuk, also recipients of the same award, who were unable to attend the evening's meeting.

The Chair observed that the Board looks forward to joining the Douglas College Faculty Association (DCFA) President each March in honouring that year's recipient of the DCFA Award. The Chair acknowledged the 2009 recipient of the DCFA Award, Nathalie Sahakyan, who had sent her regrets along with her thanks to the DCFA and its President Susan Briggs. On conclusion of this agenda item, those in attendance as guests departed the meeting.

8. REPORTS, cont'd
8.3.1 President's Report

Susan Witter invited questions of her written report; she noted that there was no recent update on plans for the Evergreen Line.

8.3.2 Approval of Credential: Diploma in Advanced Opticianry, Contact Lenses and Refraction Technologies

It was moved by Ann Kitching, seconded by Matthew Steinbach and unanimously resolved:

08/2009

THAT the Board approve the establishment of the credential, Diploma in Advanced Opticianry, Contact Lenses and Refraction Technologies.

9. BOARD COMMITTEES

9.1 Audit and Finance Committee

9.1.2 Notice of Intent: Proposed By-Law Amendment: 83-5(A21): Fees and Charges for Instruction

Paul Wates reported that the committee had met on March 18, 2009. He introduced for information purposes the proposed By-Law Amendment *83-5(A21): Fees and Charges for Instruction*, which would be presented to the Board on April 16, 2009 for a motion to support the proposed amendment. Paul Wates invited and responded to questions regarding the proposed amendment, and Karen Maynes provided additional details. Paul Wates reported that the Board budget remained in order.

Note: Michael Hwang joined the meeting at this point.

9.2 Human Resources Committee

Chair Cathie Gibson had no information to report.

9.3 Presidential Search Advisory Committee (PSAC)

Chair Paul Wates reported that the PSAC had met four times since the last Board meeting; it had identified a long list and then a short list of candidates, and completed work on interview protocols and questions. Board Chair Andrew Taylor commended all PSAC members for their contributions, and asked that Paul Wates convey, on the Board's behalf, heartfelt thanks and congratulations for the work done to date.

10. DOUGLAS COLLEGE STRATEGIC ENROLMENT MANAGEMENT PLAN: 2009 – 2012

Blaine Jensen reported on the Plan and the associated strategies, goals and changing demographics. He invited and responded to questions and comments, and was commended on the document.

11. FEE COLLECTION AGREEMENT: *THE OTHER PUBLICATIONS SOCIETY*

Karen Maynes reported that she and Blaine Jensen had been working with the Executive of *The Other Publications Society* for several months in order to formalise a fee collection agreement that satisfied both parties. She advised that the society had been faithfully submitting their statements for years, and that their audits have been consistently clean. The Board Chair commended all involved in the development of the Fee Collection Agreement, and identified the process involved as one which could serve as a model for the manner in which parties would interact with the College and the College Board.

12. REVISED SELF-FUNDED ACTIVITIES POLICY

Susan Witter reported that this document had been brought to the Board for information purposes only, and invited questions.

13. ANNOUNCEMENTS AND GENERAL INFORMATION

The Chair drew Board members' attention to upcoming events.

14. ISSUES ARISING FROM BOARD MEETING

There were no matters arising.

15. BOARD MEMBERS' REPORTS

Board members reported on recent activities.

16. DATE AND LOCATION OF NEXT MEETING

The next meeting was confirmed for Thursday, April 16, 2009, with a 6:00 p.m. start in the New Westminster Campus boardroom.

17. ADJOURNMENT

There being no further business, the meeting adjourned at 6:49 p.m.

CHAIR

PRESIDENT