

Open Meeting File 2021-11-25 for approval March 24, 2022

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

Graeme Bowbrick, Education Council Chair (ex-officio)  
Kathy Denton, President (ex-officio)  
Adel Gamar, BEGC Chair; Board Chair  
Rebecca Jules  
Arveen Kaur  
Natasha Knox  
Kristi Miller, Board Vice Chair 5:13  
Bobby Pawar, CPC Chair  
Erin Rozman (virtual)  
Dave Seaweed  
Eileen Stewart, HRC Chair  
Susan Todd, AFIC Chair

**Administration**

Thor Borgford, VP Academic and Provost  
Sarah Dench, VP Student Affairs  
Keith Ellis, AVP Institutional Effectiveness (virtual)  
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**

Kim Trainor, Douglas College  
Faculty Association  
Andrew Dalton, Douglas Student's Union (virtual)  
Doyin Agbaje, Douglas Student's Union

**Guests****REGRETS**

**Board Members:** Brian Haugen

**Management:** Sherry Chin-Shue

**Observers:** Ryan Cousineau

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

There being a quorum present, Chair Adel Gamar called the meeting to order at 5:02 pm.

Leonel Roldan-Flores acknowledged that we are meeting and working on the unceded and traditional territories of the Qayqayt and Kwikwetlem First Nations and all Coast Salish peoples.

Adel welcomed Natasha Knox as the new Board member, and allowed her to introduce herself to the group.

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

It was moved, seconded and unanimously resolved:

**2022/0101** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the November 25, 2021 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the November 25, 2021 Closed Session
- 2.3 Correspondence, Reports and Invitations Extended to the Board

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

#### **3.1 President's Report**

Kathy Denton referred to her written report in the agenda package. She noted that Winter semester enrolment was down, and that most institutions are in a similar situation.

Kathy also provided some information about the return to campus following the Winter break.

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

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

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

Adel referred to the Committee report included in the package and invited questions. There were none.

##### **b) Board Development Conference Updates**

Adel reminded the group that the AGB conference is being held virtually this year, and requested that members advise him if they are interested in participating.

##### **c) Board Committees: Appointments:**

Adel advised that there was a motion being brought forward from BEGC.

It was moved, seconded and unanimously resolved:

**2022/0102** *THAT the Douglas College Board approve the appointment of Natasha Knox to the Human Resources Committee (HRC), effective January 27, 2022*

#### **4.2 Audit and Finance Committee (AFC)**

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

Susan Todd referred to the report included in the package, inviting questions. There were none.

##### **b) Update to Annual Forecast: Q3 Fiscal 2021-2022**

Susan Todd noted that we are currently seeing a forecast showing a net income of \$10,000,000 for the current period (2021-2022).

##### **c) Notice of Intent: Proposed Updates to College Board By-Law B.GO07.05 Tuition and Fees for Instruction**

Susan Todd advised that this item is a notification of the intent to increase domestic tuition fees in line with the Board bylaws. She further advised that the increase will be 2%, as consistent with recent previous years.

#### **4.3 Human Resources Committee (HRC)**

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

Eileen Stewart referred to the report included in the package, and invited questions.

#### **4.4 Campus Planning Committee (CPC)**

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

Bobby Pawar referred to the report included in the package.

#### **4.5 Education Council**

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

Graeme referred to the report included in the package.

It was moved, seconded and unanimously resolved:

**2022/0103** *“THAT the Douglas College Board Withdraw the Credential Diploma in Health Information Management, effective immediately”*

It was moved, seconded and unanimously resolved:

**2022/0104:** *“THAT the Douglas College Board approve the Program Name Change from Diploma in Dispensing Optician to Diploma in Opticianry effective September 2022”*

**2022/0105:** *“THAT the Douglas College Board approve the Credential Name Change from Diploma in Dispensing Optician to Diploma in Opticianry, effective September 2022”*

##### **b) Board Liaison's report**

Arveen Kaur advised that she had nothing to report.

#### **4.6 Douglas College Foundation**

##### **a) Board Liaison's Report**

Dave Taylor advised that the Foundation has not had a meeting since the last college Board meeting.

#### **4.7 Honorary Fellow Committee**

##### **a) Board Liaison's Report**

Erin Rozman advised that there are no new updates.

#### **4.8 Board Development Reporting**

Adel noted that this item is a standing item and invited an opportunity to share any development opportunities Board members have participated in.

#### **5. NEXT MEETING AND ADJOURNMENT**

There being no further business, Adel confirmed the next regular board meeting on March 24, 2022. The meeting was adjourned at 5:29pm.