

*Open Meeting File 2024-01-25 for approval March 21, 2024*

## 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  
Keith Ellis, AVP Institutional Effectiveness  
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

**Guests:** Ruhina Rana; Kevin Pilar

## REGRETS

**Board Members:** Brian Haugen

**Management:**

**Observers:** Ryan Cousineau, GEU; Andrew Dalton, DSU; Sam Schechter, DCFA

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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.

Erin Rozman 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.

## 2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

**2024/0101** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the November 23, 2023 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the November 23, 2023 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. She highlighted that the construction site for 808 Royal now has pieces of equipment onsite (*Jin Taek Shim arrived at 5:02 pm*).

Kathy advised that there had been news in the media about the government's involvement in international education. She provided some additional context, advising that one of the issues was related to the amount of hours that some students were working. She invited questions on her report.

Adel Gamar expressed his appreciation for Kathy's prompt update to the Board after her meeting with the Ministry. He then inquired whether the recent Translink strike had an affect on the College. Kathy responded that the timing was difficult given that it took place right after the campus closures due to snowfall. However, she advised that the College is fortunate given its proximity to the Skytrain.

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

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

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

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

##### **b) Board Composition: Campus Planning Committee & Human Resources Committee**

Natasha Knox provided context for the resolution being put forward. Namely, she advised that this change is in order to succession plan for the next academic year. Natasha invited questions. Adel expressed his gratitude for the work that Marilyn Marchment has done for CPC.

It was moved, seconded and unanimously resolved:

**2024/0102** *THAT the Douglas College Board approve the Committee Chairs and Committee members as follows:*

*Human Resources Committee (HRC)*

*Baljinder Narang, Chair*

*Adel Gamar*

*Brian Haugen*

*Marilyn Marchment*

*Erin Rozman*

*Natasha Knox (ex-officio)*

*Kathy Denton (ex-officio)*

*Campus Planning Committee (CPC)*

*Adel Gamar, Chair*

*Danna Domasig*

*Mohammad Rafiei*

*Daniel Rothwell*

*Natasha Knox (ex-officio)*

*Kathy Denton (ex-officio)*

##### **c) Post-Secondary Governance Workshop**

Natasha Knox advised that there are two upcoming workshops taking place. She advised that the Governing in the Public Interest still has space for two additional OIC members to attend. The Post-Secondary workshop is specific to post-secondary institutions, and the majority of the Board attended last year. She encouraged a strong contingent at the upcoming workshop. Susan Todd inquired if there would be overlap from the two sessions. Natasha advised that she was unable to attend both last year, and was only able to make it to one, so was unable to advise what overlap might be present.

**d) Graduation Ceremonies: February 20-23**

Natasha Knox advised that this item is on the agenda to encourage members to attend a ceremony, noting how profound and moving the ceremonies are.

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

Bereket Kebede advised that the Committee had a very good January meeting. He highlighted the College's surplus, and invited questions. None were raised.

**b) Quarterly Update to Annual Forecast: Q3 Fiscal 2023-2024**

Kayoko Takeuchi advised that this item is submitted 3 times every year to the Ministry. This is the third submission that was due in December.

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

Vivian Lee noted that this item is in accordance with the College and Institute Act. The proposed increase in tuition is 2%. She invited questions, none were raised.

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

Baljinder Narang presented her report as published in the meeting materials. She highlighted two main topics: Risk Management and Complaints. Sherry Chin-Shue advised that the Sexual Violence Policy is due for an upcoming review with no major changes expected.

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

Adel Gamar referred to his report as published. Additionally, he advised that a tour had taken place at the Coquitlam Campus in November. He noted that it was an interesting and successful tour, and expressed his appreciation to Chris Gardner and Mani Salami for their assistance with planning.

Further, Adel referenced a capital project proposal relating to a mastering suite and rehearsal space. He invited Thor Borgford to speak to the item. Thor Borgford advised that this proposal is in support of the new Advanced Certificate in Applied Audio, and that the College is currently working on a degree in audio technology. Thor explained that this project is essential to delivering the program and to train students. He noted that this program is unique to Douglas College, being the only in British Columbia. The program is endorsed by the provincial government, and they will be helping to offset associated costs.

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

Sally Mennill advised that two meetings had taken place since the last Board meeting, December and January. She noted that she is working with the students on Education Council to feel empowered. She invited questions on her report, none were raised.

It was moved, seconded and unanimously resolved:

**2024/0103** *THAT the Douglas College Board establish the credential Post-Degree Diploma in Kinesiology effective September, 2024*

It was moved, seconded and unanimously resolved:

**2024/0104** *THAT the Douglas College Board establish the credential Certificate in Mental Health and Substance Use Work effective May, 2024*

**b) Board Liaison's Report**

Ava Ferenc advised that there was good conversation regarding the above resolutions, and commended the work being done at meetings.

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

Baljinder Narang had nothing to add to this item.

**4.7 Board Development Reporting**

Natasha Knox advised that she had nothing to add to this item at this time.

**5. NEXT MEETING AND ADJOURNMENT**

There being no further business the meeting was adjourned at 5:30 p.m.