

Open Meeting File 2020-11-26 for approval January 28, 2021

IN ATTENDANCE**Board Members**

Doyin Agbaje
Graeme Bowbrick, Education Council Chair (ex-officio)
Kathy Denton, President (ex-officio)
Adel Gamar, Board Vice Chair
Brian Haugen, TSC Chair, Board Vice Chair
Rebecca Jules, HRC Chair
Nikiel Lal
Kristi Miller
Bobby Pawar
Erin Rozman
Dave Seaweed
Maureen Shaw
Eileen Stewart, BEGC Chair; Board Chair
Susan Todd, AFC Chair
Jodie Wickens, CPC Chair

Guests

Brian McLennon, Director, Athletics and Recreation
Shelbi Snodgrass, Mental Performance Consultant
Nick Hansen, Student Athlete
Kayla Rose Ogilvie, Student Athlete

Administration

Jo-Anne Bilquist, College Secretary (Recorder)
Thor Borgford, VP Academic and Provost
Sherry Chin-Shue, VP Human Resources
Sarah Dench, AVP Academic and Student Affairs
Keith Ellis, AVP Institutional Effectiveness
Vivian Lee, Director, Finance
Michael Lam, Interim AVP Technology and CIO
Guangwei Ouyang, VP International Education & Strategic Partnerships
Kayoko Takeuchi, VP Administrative Services and CFO
Dave Taylor, VP Public Affairs

Observers

Ryan Cousineau, BCGEU
Jasmine Nicholfigueiredo, Douglas College Faculty Association
Andrew Dalton, Douglas Student's Union

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Eileen Stewart called the meeting to order at 5:04pm.

Doyin Agbaje 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.

Eileen outlined best practice protocols to create a positive virtual meeting environment.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2020/1101 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the September 24, 2020 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the September 24, 2020 Closed Session

3. PRESIDENT and CEO'S REPORT**3.1 Presentation: Douglas College Director, Athletics and Recreation**

Kathy welcomed Brian McLennon, introducing him as an award winning, nationally recognized Athletics Director, who has had a huge impact at the College. Brian expressed gratitude to the Board and Senior Management from the coaches and athletes. He noted the impact of the pandemic on the College's sports teams with their competitive seasons being cancelled, and outlined efforts to reframe the season to focus instead on gratitude, helping athletes use the year to work on other areas such as earning extra credits or increasing their GPAs.

Brian also introduced Shelbi Snodgrass, a Mental Performance Consultant, who provided information on initiatives and projects to support students' mental wellness. Additionally, student athletes Nick Hansen and Kayla Rose Ogilvie spoke about their experiences in this unusual year.

Eileen thanked the guests for bringing their perspectives to the Board, and reinforcing the good work being done at our institution.

3.2 President's Report

Kathy Denton referred to her report included in the meeting materials. She highlighted the COVID-19 update, noting there are constant adaptations to keep up with changing provincial recommendations. Kathy presented a photo of the wall mural painted at the New Westminster Campus by Coast Salish artist CarrieLynn Victor, in commemoration of the College's 50th anniversary. Additionally, she advised Board members that a new Minister of AEST has been appointed, the Honorable Anne Kang, MLA from Burnaby, who has a background in education.

4. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

4.1 Board Executive and Governance Committee (BEGC)

a) Committee Report

Eileen referred to the report included in the package, and invited questions. None were raised.

4.2 Audit and Finance Committee (AFC)

a) Committee Report

Susan indicated the report as presented and additional items under separate cover. No questions were raised.

b) Interim Enrolment Reporting

Susan invited Finance Director Vivian Lee to speak to this item. Vivian explained the enrolment statements provided in the package, noting the comparisons to last year's numbers indicate domestic enrolments are similar and international enrolments are down, as expected, due to the pandemic and travel restrictions.

c) 2021/2022 Douglas College Budget Materials

i. Draft 2021/2022 Consolidated Budget Guidelines

Susan advised this is the beginning of the budgeting cycle, adding that the guidelines provide clarity for the upcoming process.

It was moved, seconded and unanimously resolved:

2020/1102 *THAT the Douglas College Board approve the 2021/2022 Budget Guidelines as presented November 26, 2020*

ii. 2021/2022 Consolidated Budget Timelines

Susan confirmed the process is similar to previous years, with the final budget coming to the Board for approval in March.

4.3 Human Resources Committee (HRC)

a) Committee Report

Rebecca Jules reviewed the Committee report as included in the package. She noted that the College was informed by the Post-Secondary Employees Association (PSEA) that the salary freeze implemented in September should have applied only to Presidents and Vice Presidents, and not Associate Vice Presidents, as was assumed at the time. The College will make appropriate adjustments.

4.4 Campus Planning Committee (CPC)

a) Committee Report

Eileen advised the Board that Jodie Wickens will be stepping down as chair of the Committee. She thanked Jodie for her service in the role.

Jodie reviewed the Committee report as presented, highlighting that the Centralized Student Services project is nearing completion as scheduled and is expected to be significantly under budget.

4.5 Technology Strategy Committee (TSC)

a) Committee Report

Brian Haugen referred to the report include with the meeting materials. He drew attention to ongoing exemplary work by the technology team, and also welcomed new Committee member Erin Rozman.

4.6 Education Council

a) Education Council Chair's Report: October and November 2020

Graeme Bowbrick referred to the report, advising members of the additional special meetings devoted to consultation regarding new draft bylaws, which Council will be voting on in the coming months. He also discussed policy updates, which have been referred to the policy committee for review.

b) Board Liaison's report

Nikiel Lal had nothing to add at this time.

4.7 Douglas College Foundation

a) Board Liaison's Report

Doyin Agbaje provided a verbal report on the Foundation Board's recent meeting. She advised of updates to the Board's terms and bylaws, as well as the search for a new executive director. She also noted the Foundation has made significant progress toward their fundraising goal for the fiscal year.

4.8 Honorary Fellow Committee

a) Board Liaison's Report

Erin Rozman provided a verbal report to the group, indicating a candidate will be discussed in the Closed session.

4.9 Board Development Reporting

Eileen reminded members this section is intended for sharing experiences with governance or board related learning; none were raised.

5. NEXT MEETING AND ADJOURNMENT

There being no further business, Eileen confirmed the next regular Board meeting on January 28, 2021. The meeting was adjourned at 6:07 pm.