

*Open Meeting File 2024-05-23 for approval June 20, 2024*

**IN ATTENDANCE**

**Board Members**

Kathy Denton, President (ex-officio)  
Adel Gamar, CPC Chair  
Bereket Kebede, Vice Chair; AFIC Chair  
Natasha Knox, BEGC Chair; Board Chair  
Marilyn Marchment  
Baljinder Narang, Vice Chair; HRC Chair  
Mohammad Rafiei  
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  
Doug Nelson, Interim Director, Finance  
Leonel Roldan-Flores, AVP International Education  
Devon Smith, College Secretary (Recorder)  
Kayoko Takeuchi, VP Administrative Services and CFO  
Dave Taylor, VP Public Affairs

**Observers**

Ralph Ferens, Kim Trainor, DCFA

**REGRETS**

**Board Members:** Ava Ferenc, Danna Domasig, Brian Haugen, Daniel Rothwell,  
Sally Mennill, Education Council Chair (ex-officio)

**Management:** Michael Lam, AVP Technology and CIO

**Observers:** Andrew Dalton, DSU Ryan Cousineau, GEU

---

**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.

Adel Gamar 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:

**2024/0501** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the March 21, 2024 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the March 21, 2024 Closed Session – N/A
- 2.3 Correspondence, Reports and Invitations Extended to the Board

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

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

Kathy Denton provided an update on the new Academic and Student Building.

Kathy advised that the College received funding of \$9.8 million to go towards capital projects. She acknowledged the work of Kayoko Takeuchi and Chris Gardner to receive this funding, as well as their strong relationship with government.

Additionally, Kathy provided an update regarding the enrolment of international students. She noted that the recent policy changes are having an impact on enrolment, and that the end-of-year target will be harder to meet given the changes. Adel inquired whether this will have a financial consequence. Kathy responded that she expects the College to be able to absorb the loss. Kathy hopes that the financial difference will be minimal.

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

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

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

Natasha Knox referred to her report included in the package. She highlighted key takeaways from the recent AGB conference, including student mental health as a potential risk.

Natasha was pleased to advise that Brian Haugen, Marilyn Marchment and Dan Rothwell had all been renewed to the Board. There were no questions.

*(Susan Todd arrived 5:07 pm)*

##### **b) Succession Planning: Elections to College Board**

Natasha Knox advised the Board of the newly elected students. She noted that she had met one of them at the recent Student Leadership Awards.

##### **c) Updates to Committee Terms of Reference (TOR) – Annual Review**

Natasha Knox advised that the included updates were considered housekeeping in nature.

It was moved, seconded and unanimously resolved:

**2024/0502** *THAT the Douglas College Board approve the below revised Terms of Reference (TOR), as presented May 23, 2024:*

- i. Human Resources Committee Terms of Reference*
- ii. Audit Finance and Investment Committee Terms of Reference*
- iii. Board Executive and Governance Committee Terms of Reference*

##### **d) A43 Public Interest Disclosure (Whistleblower) Policy – revision**

Natasha Knox noted that the published policy captured the initial proposed revisions, but did not capture revisions recommended at either AFIC or HRC. She noted that June 1, 2024 is the deadline to bring the policy into line with provincial guidelines.

**e) Disclosure Report: 2023-2024 College Board Remuneration & Meeting Attendance**

Devon Smith advised that the report had been circulated to Board members on May 1<sup>st</sup>, with feedback requested if necessary. She noted that the report would then be published to the Board website, with a copy being sent to PSEC.

**f) Board Meeting Schedule for 2024-2025 Final**

Devon Smith referred to the schedule as published. She advised that schedule was unchanged from the draft version presented in March, and that invitations would be coming in the near future.

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

Bereket Kebede invited questions on his published report. There were none.

**b) Government: 2024-2025 Interim Budget Letter**

Kayoko Takeuchi advised that the Interim Budget Letter contents confirmed the operating grant and that the information was as expected. She invited additional questions. There were none.

**c) Investment Strategy Fund Review: Semi-Annual Report**

Doug Nelson advised that the combined balance in the Investment Portfolio was approximately \$210 million. He noted that the average 11% return is well ahead of the policy requirement at 5.3%.

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

Baljinder Narang referred to her report included in the package. She noted that some of the items in the report would be coming to the Closed session for approval. Additionally, Baljinder advised of a new title for the College Secretary. No questions arose.

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

Adel Gamar referred to the report included in the package. He advised that the Committee was informed of the \$9.8 million in funding from the Ministry. Further, Adel advised that the Committee was able to view pictures of the construction site of 808 Royal Avenue.

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

In Sally Mennill's absence, Natasha invited questions to be answered by either Kathen Denton or Thor Borgford. Susan Todd inquired whether more information could be provided regarding the educational affiliation with Universidad Panamericana. Kathy invited Leonel Roldan-Flores to speak to this item. Leonel advised that this was a new affiliation with a well-positioned university that has a lot in common with our institution. This affiliation was based off of an interest from students for field schools. Adel inquired whether this means that our students would be able to transfer institutions. Leonel advised that this would only be a field school at this time. This would entail students being immersed in 3 or 4 week courses.

**b) Board Liaison's Report**

In Ava Ferenc's absence, there was nothing additional to report.

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

Baljinder Narang advised that the committee had met earlier the same day, and that they had finalized a list of recommendations to be sent to the Senior Management Team.

Dave Taylor added that he was very pleased with the names going forward.

**4.7 Board Development Reporting**

Natasha Knox invited Board members to share development opportunities that they had recently participated in.

Susan Todd highlighted her recent attendance at a Governing in the Public Interest workshop. Discussion took place regarding some of the covered topics.

**5. NEXT MEETING AND ADJOURNMENT**

There being no further business the meeting was adjourned at 5:26 p.m.