

*Open Meeting File 2024-11-28 for approval January 23, 2025*

**IN ATTENDANCE**

**Board Members**

Kathy Denton, President (ex-officio)  
Bereket Kebede, Vice Chair; AFIC Chair  
Natasha Knox, BEGC Chair; Board Chair  
Kaylin Le  
Sally Mennill, Education Council Chair (ex-officio)  
Baljinder Narang, Vice Chair; HRC Chair  
Nithin Rajendran  
Haroon Raza  
Dan Rothwell, CPC Chair  
Erin Rozman  
Jin Taek Shim

**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  
Michael Lam, AVP Technology and CIO  
Doug Nelson, Interim Director, Finance  
Leonel Roldan-Flores, AVP International Education  
Devon Smith, EA College and Board Governance (Recorder)  
Kayoko Takeuchi, VP Administrative Services and CFO  
Dave Taylor, VP External Relations and Advancement

**Observers**

Andrew Dalton, DSU

**Guest**

Meg Stainsby, Special Projects Officer  
Patty Hambler, Director Student Affairs and Services

**REGRETS**

**Board Members:** Brian Haugen, Marilyn Marchment, Mohammad Rafiei, Sharel Wright

**Management:**

**Observers:** Ryan Cousineau, GEU Matthew Larson, 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.

Haroon Raza acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the ḡícəy̓ (Katzie), q̓'w̓a:ḡł'əḡ (Kwantlen), kw̓ikw̓əłəm (Kwkwetlem), x̓w̓məθk̓w̓əy̓əm (Musqueam), q̓iq̓əyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səliłw̓ətał (Tsleil-Waututh) Peoples.

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

It was moved, seconded and unanimously resolved:

**2024/1101** *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the September 26, 2024 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the September 26, 2024 Closed Session
- 2.3 Correspondence, Reports and Invitations Extended to the Board

### **3. WELCOME/INTRODUCTION OF NEW BOARD MEMBER**

Natasha Knox welcomed new member Kaylin Le to the meeting.

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

#### **4.1 President's Report**

Kathy Denton referred to her report included in the meeting materials. She highlighted student enrolment, noting particularly the international student portion. Kathy advised that the College is looking at a new recruitment style.

Further, Kathy noted that she had recently met with the new Deputy Minister, Trevor Hughes. Based off of this meeting, she expected a forthcoming conversation with the Honourable Anne Kang, that would also include the Board Chair.

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

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

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

Natasha Knox referred to her report as published. Natasha drew attention to the ERM process and Risk Register, noting that these now appear at BEGC rather than AFIC.

##### **b) Board Composition: Campus Planning Committee**

Natasha advised that this resolution was being put forward due to the incoming new Board member.

It was moved, seconded and unanimously resolved:

**2024/1102** *THAT the Douglas College Board approve Committee members as follows:*

*Campus Planning Committee (CPC)*  
*Dan Rothwell, Chair*  
*Kaylin Le*  
*Mohammad Rafiei*  
*Erin Rozman*  
*Sharel Wright*

##### **c) A35 Academic Freedom Policy - Revision**

Natasha advised Board members that this item was before them for approval. Kathy added that legal advice was sought on this policy. As a result, it was determined that the policy was broader than it needed to be. Kathy had the College's Special Projects Officer, Meg Stainsby consult with the College community, and receive feedback during the process.

It was moved, seconded and unanimously resolved:

**2024/1103** *THAT the Douglas College Board approve revised policy A35 Academic Freedom as submitted November 28, 2024*

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

Bereket Kebede spoke to his report and invited questions. None arose.

**b) Interim Enrolment Reporting****i. 2024 Fall Semester Enrolment Report: Credit Programs**

Doug Nelson advised that domestic student enrolment had increased, and that the College would reach 98% of its target. He did note that international enrolment was down, as was expected.

**ii. 2024 Summer Semester Enrolment Report: Non-Credit Programs**

No additional conversation took place.

**c) 2025/2026 Douglas College Budget Materials****i. Draft 2025/2026 Consolidated Guidelines**

Kayoko advised that SMT had reviewed the guidelines and there were no changes to the numbers.

It was moved, seconded and unanimously resolved:

**2024/1104** *THAT the Douglas College Board approve the 2025/2026 Budget Guidelines as presented November 28, 2024*

**ii. 2025/2026 Consolidated Budget Timelines**

Kayoko advised that this item's purpose is to assist the Board in knowing key dates. She invited questions and none arose.

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

Baljinder Narang reviewed her published report and invited questions. There were none.

**b) A37 Respectful and Inclusive Environment Policy**

Sherry Chin-Shue spoke to the item, noting that no significant updates had occurred since its creation in 2010. Sherry invited Meg Stainsby to speak to the item. She noted that if a person requires a corrective conversation, this policy can be referenced.

It was moved, seconded and unanimously resolved:

**2024/1105** *THAT the Douglas College Board approve the Respectful and Inclusive Environment Policy as presented*

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

Dan Rothwell highlighted that the Committee had had a space utilization presentation. He added that the College has sufficient measures in place to meet space needs while awaiting the completion of the new building.

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

Sally Mennill spoke to her reports, noting that it had been a busy month. She highlighted portions of the meetings, including the proposed resolution. Thor Borgford added that the credential meets a market need.

It was moved, seconded and unanimously resolved:

**2024/1106** *THAT the Douglas College Board establish the credential Post-Baccalaureate Diploma in Project Management effective May, 2025*

**b) Board Liaison's Report**

Nithin Rajendran shared his appreciation of the above program being put forward.

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

Erin Rozman had nothing to report.

**6. NEXT MEETING AND ADJOURNMENT**

There being no further business the meeting was adjourned at 5:36 p.m.