

**MINUTES OF THE REGULAR MEETING OF THE
DOUGLAS COLLEGE BOARD
Open Session
April 16, 2009
New Westminster Campus Boardroom**

Open Meeting File No. 2009-04-16

Approved May 21, 2009

ATTENDANCE

Board Members: G. Bowbrick, B. Clarke, C. Gibson, M. Hwang, P. A. Kitching, S. Meshwork
(ex-officio), M. Steinbach, A. Taylor, P. Wates, S. Witter (ex-officio),
M. Hemmingsen, A. MacGrotty, M. Russell

Regrets: P. Kendrick

Observers: S. Briggs (DCFA), M. Ferley (BCGEU), G. Lenahan for H. Chaudhry

Administration: B. Barber, M. Exmann, B. Jensen, K. Maynes, G. Ouyang, H. Postma, C. Worsley

3. PRESENTATIONS, cont'd**3.2 Student Perspective: Tara Dolan, cont'd**

Another exemplary student, Ms. Dolan won the Westminster Community Legal Society Bursary in two consecutive years and was also awarded the Bernie Agg Bursary for Youth Justice Students. Ms. Dolan spoke of her experiences and her future educational and career plans, and the impact Douglas College and its Foundation have had upon her life. Graeme Bowbrick, who taught Ms. Dolan, attested to her qualities as a student and noted that, while instructors seek to inspire their students, Ms. Dolan had inspired her instructors. Board members thanked and commended Ms. Dolan for sharing her exceptional and inspirational story.

4. APPROVAL OF MINUTES OF MARCH 19, 2009

It was moved by Ann Kitching and seconded by Matthew Steinbach:

10/2009 *THAT the minutes be approved as distributed.*

5. BUSINESS ARISING FROM MINUTES

There was no business arising.

6. INFORMATION/COMMUNICATION**6.1.1 BC Government and Service Employees' Union (BCGEU)**

There being no written report, the Chair invited comments; there were none.

6.1.2 Douglas College Faculty Association (DCFA)

The Chair thanked Susan Briggs for her report, and invited questions; there were none.

6.1.3 Douglas Students' Union (DSU)

Acting Constituency Group Leader Geoff Lenahan reported that DSU elections were held in mid-March 2009 and that he would e-mail the election results to Blaine Jensen, Vice President Educational Services. He noted that the DSU was in the process of recruiting a Research and Communications employee, and hoped to have that hire in place by early May 2009. He also reported on the upcoming installation of lockers at the David Lam Campus, and credited Nursing students for the advocacy leading to such r(n (DCFA))TJ4tory. o hacredit0.68w

7. REPORTS, cont'd**7.1.2 Board Membership: Notice of Position**

The Board Resourcing and Development Office (BRDO) has posted the College's *Notice of Position*, and will receive applications for the three upcoming Board vacancies (one on July 31, 2009 and two on September 30, 2009) until May 15, 2009. Full details are posted on the College Board website, <http://www.douglas.bc.ca/about/college-board.html>.

7.1.3 BC Colleges (BCC)

Recent correspondence from BCC Board Chair Janet Shaw acknowledged Minister Coell's work, and reiterated the BCC Board Chairs' commitment to working with the Ministry of Advanced Education and Labour Market Development (ALMD).

7.1.4 Election: 2009 – 2011 Officers of the Douglas College Board

Andrew Taylor thanked Cathie Gibson for her recent work as the Board's Nominating Committee. In reporting the outcomes, he congratulated incoming Board Officers on acclamations to their respective roles: Paul Wates as Board Chair, and Mary Hemmingsen and Peter Kendrick as Board Vice Chairs.

7.1.5 Board Committee Membership: Call for Expressions of Interest

Andrew Taylor advised that, while canvassing for Board committee membership is typically undertaken each September, upcoming conclusions of some Board members' terms of service are such that an early call for expressions of interest was in order. It was suggested that the same applied for the Board liaison roles. Board members with interests in serving on a Board committee or as a Board liaison were asked to advise the Board Executive Assistant in writing, on or before May 4, 2009.

7.2 Education Council**7.2.1 Chair's Report**

Susan Meshwork drew Board members' attention to the second page of her report, in which she had advised of Education Council's support of the proposed College budget for 2009/10.

7.2.2 Board Liaison's Report

Ann Kitching had no news to report.

7.3 President**7.3.1 President's Report**

Susan Witter drew Board members' attention to the College's Strategic Development Fund and its recent commitment of \$240,000 in funding for nine proposals. She also reported on the \$7.3 million investment by federal and provincial governments to provide upgrades to the College's New Westminster Campus, which will improve student learning environments and create up to 47 jobs. She acknowledged the work of and thanked Karen Maynes, Vice President Finance and Administration, and Terry Leonard, Director, Facilities Services for their work on the application, which was well supported by area Members of Parliament (MPs).

The President then reported on the yscvicsfuellettleitment-

8. BOARD COMMITTEES
8.1 Audit and Finance Committee
8.1.1 Planned Activities

Paul Wates reported that the committee had met immediately prior to the evening's Board meeting, and reviewed budget matters. The Board budget was underspent by \$12,500 for 2008/09; the Board has done a good job of cost containment.

**8.1.2 Recommendation on Proposed By-Law Amendment: 83-5(A21):
Fees and Charges for Instruction**

Paul Wates confirmed that the provincial tuition fee approval was as anticipated, resulting in no changes to the by-law amendment circulated to the Board for information in March 2009.

It was moved by Paul Wates, seconded by Ann Kitching and resolved:

11/2009

THAT the College Board approve By-law Amendment 83-5(A21): Fees and Charges for Instruction.

8.1.4 Recommendations on 2009/10 Douglas College Operating Capital Budget , cont'd

It was moved by Paul Wates, seconded by Matthew Steinbach and unanimously resolved:

13/2009

THAT the College Board approve an appropriation of \$444,000 from the Ancillary Fund revenues earned in 2008/09 to be used for the purchase of the following:

- *Ancillary Areas FF&E: \$14,000*
- *Ancillary Areas Educational Technology: \$30,000*
- *General Operating Capital: \$400,000*

It was moved by Paul Wates, seconded by Bruce Clarke and unanimously resolved:

14/2009

THAT the College Board approve the 2009/10 Operating Capital Budget in the amount of \$2,385,000.

8.2 Human Resources Committee**8.2.1 Planned Activities**

Cathie Gibson echoed Susan Witter's earlier remarks regarding the recent settlement of grievances, and thanked Marian Exmann and Susan Briggs.

8.3 Presidential Search Advisory Committee (PSAC)

Paul Wates reported that the PSAC held interviews from March 27 to 29, 2009 and met again on March 30, 2009; a report was then provided the Board on April 5, 2009. The College Board Chair had subsequently disbanded the PSAC, with sincere thanks to PSAC members for their work. Andrew Taylor reported that he had sent personal notes of

