



Douglas College Board Meeting Minutes  
FEBRUARY 21, 2013 OPEN SESSION MEETING  
5:00 p.m., David Lam Campus Boardroom

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Open Meeting File 2013-02-21, approved March 21, 2013

IN ATTENDANCE

Board Members

Administration

Observers

Bruce Clarke

Mark Darville

Peter Kendrick, Vice Chair

Marina Kolar

Nicole Liddell

Scott McAlpine, President (ex-officio)

Elizabeth McCausland,

Education Council Chair (ex-officio)

Gerry Shinkewski

Tom Spragg, Vice President (ex-officio)

### 3. PRESIDENT'S REPORT

The President expanded on his written report and highlighted recent employee and student events.

### 4. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS

#### 4.1 Board Chair

#### 4.2 Board Executive and Governance Committee (BEGC)

##### a) Board Portal: Diligent Boardbooks Overview

The Board Chair noted Boardbooks portal training undertaken by Board members and College administrators earlier in the day, and advising that this would be an ongoing process. At the Chair's invitation, Sanjeev Mago of Diligent Boardbooks provided an overview of Boardbooks' services and the Board EA demonstrated portal functions. The Chair reported that, with this Board's transition from its proprietary portal to Boardbooks in March 2013, and Board members' accompanying use of hardware to access documents during Board and committee meetings, this would be the last meeting at which Administrative Assistant Maureen McGee would screen agenda appendices for participants' viewing. The Board Chair thanked Ms. McGee for her contributions to such meetings, and relayed Board members' appreciation.

##### b) Spring 2013 Elections to the Board: Information Forums for Faculty, Staff and Student Candidates

The Chair reported on February 20 and 21, 2013 information forums that he, the College President and the Board EA hosted for prospective candidates for election to the Board and Education Council.

##### c) Board Succession Planning and Board By-Law B1004, Election of Officers of the Board: Call for Expressions of Interest in Candidacy

In accordance with College Board By-Law B1004, Election of Officers of the Board, the Vice President, Finance and Administration (VPFA) issued a call for expressions of interest in election to the role of Board Chair or Vice Chair, with interested Board members to apprise the VPFA by e-mail not later than March 1, 2013.

##### d) General

The Chair relayed word that major construction of Translink's Evergreen Line, with a terminus at the David Lam Campus, was due to begin this month, and that early works representing the groundwork for major

4. CHAIR, COMMITTEE AND LIAISON REPORTS AND RECOMMENDATIONS, cont'd
- 4.3 Audit and Finance Committee (AFC) , cont'd
- b) FTE/Financial reporting to January 31, 2013

The AFC Chair advised that the College anticipated an operating fund surplus of about \$4,000,000. and expressed thanks to Dr. Guangwei Ouyang, as approximately 75% of the surplus reflected the success of Douglas International. The Vice President, Finance and Administration (VPFA) reported that the surplus