

Open Meeting File 2023-06-22 for approval September 21, 2023

IN ATTENDANCE

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|---|----------------|
| Board Members | Administration |
| Graeme Bowbrick, Education Council Chair (ex-officio) | |
| Bailey Cove | |
| Kathy Denton, President (ex-officio) | |
| Adel Gamar, BEGC Chair; Board Chair | |
| Bereket Kebede | |
| Natasha Knox, Vice Chair | |
| Baljinder Narang | |

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2023/0601 THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda

- 2.1 Minutes of the May 25, 2023 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the May 25, 2023 Closed Session
- 2.3 Correspondence, Reports and Invitations Extended to the Board

3. PRESIDENT and CEO'S REPORT

3.1 President's Report

Kathy Denton referred to her written report included in the agenda package. Kathy highlighted portions of her report, and advised that 808 Royal Avenue will be the first item in her reports for the foreseeable future.

Of note, Kathy expressed her gratitude to all who were involved in the recent graduation ceremonies, and advised that they had undergone some recent updates. She noted that feedback so far had been good, and that more feedback will be in the future.

Kathy further highlighted that the Training Group would be celebrating its 30th Anniversary, and she noted the importance of their work, including training that they provide to internationally educated physicians.

Finally, Kathy noted that Douglas College and the University of the Fraser Valley are collaborating with the University of Hawaii, Manoa, on a program that focuses on Indigenous culture.

Board members reflected on Kathy's comments.

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5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS**5.1 Board Executive and Governance Committee (BEGC)****a) Committee Report**

Adel Gamar provided a CABRO update, advising that the College has two new OIC members, and confirming the re-appointment of himself, Natasha Knox and Susan Todd.

Adel expressed gratitude to the team who updated the Board Governance Framework. Additionally, he noted that the Committee self-evaluation would be discussed later, in-camera. Adel invited questions on his report, there were none.

b) Recognition of Outgoing Board Members

Adel expressed his appreciation to the Board's outgoing members: Graeme Bowbrick, Bailey Cove, Mehre Dllir and Eileen Stewart.

c) Summer Board Orientation

Adel advised that the Board Orientation is currently scheduled for August 23, 2023. This orientation will include two students, and the two new OIC if they are available.

5.2 Audit and Finance Committee (AFI C)**a) Committee Report**

Eileen Stewart spoke to the published report, noting corrections that will be updated in the package. She invited questions, and none were raised.

b) Draft 2022/23 FTE Enrolment Report

Eileen referred to the report that was published in the package and invited questions. None were raised.

It was moved, seconded and unanimously resolved:

2023/0603 THAT the Douglas College Board approve the 2022/23 FTE Enrolment Report.

c) 2022/23 Audited Financial Statements

- i. Financial Statements Highlight Memo
- ii. Draft Audited Financial Statements

Eileen advised that the audited reports had been presented with KPMG, and noted that KPMG was very happy with the work being done by Douglas management. No questions arose.

It was moved, seconded and unanimously resolved:

2023/0604 THAT Douglas College Board approve the 2022/23 audited Financial Statements.

d) Re-appointment of External Auditor for Fiscal 2023/24

Eileen advised that the auditor must be appointed annually. She advised that the Committee is pleased with the work that KPMG is doing, noting that it may be a different auditor in the future. She further noted that it is routine that the Auditor General will be the auditor at different points in time.

It was moved, seconded and unanimously resolved:

2023/0605 THAT the Douglas College Board approve the reappointment of KPMG as the Douglas College external auditor, to complete the review of the FTE Enrolment report and audit the Financial Statements for the 2023/24 fiscal period

e) 2023/24 Full Time Equivalent (FTE) Reporting: Summer 2023

Eileen invited Vivian Lee to present this item. Vivian advised that the cover brief contained all necessary information, and invited questions. None were raised.

f) Quarterly Update to Annual Forecast: Q1, 2023/24

Eileen advised that this item is prepared on a quarterly basis, and invited Kayoko Takeuchi to speak. Kayoko noted the only difference this year was the Foundation Budget had been added to the College's budget. Kayoko invited questions, and none were raised.

5.3 Human Resources Committee (HRC)

a) Committee Report

Eileen Stewart referred to the published report and commended the work that SSRM was doing. No questions were raised.

5.4 Campus Planning Committee (CPC)

a) Committee Report

Susan Todd advised that quorum was not met, but the members did complete the Committee's self-evaluation.

5.5 Education Council

a) Education Council Chair's Reports:

Graeme Bowbrick referenced the report as published. Kathy provided some insight on the resolutions that were being put forward.

It was moved, seconded and unanimously resolved:

2023/0606: THAT the Douglas College Board establish the credential Advanced Certificate in Applied Audio effective May 2024

2023/0607: THAT the Douglas College Board withdraw the credential Diploma in Classroom and Community Support, Behaviour Intervention Specialization effective immediately

2023/0608: THAT the Douglas College Board establish the Skills for Success Practitioner Continuing Education Certificate effective September 2023

2023/0609: THAT the Douglas College Board withdraw the credential Advanced Certificate in Applied Behaviour Analysis and establish the credential Certificate in Applied Behaviour Analysis effective September 2024

2023/06010: THAT the Douglas College Board approve the proposed amendment to the English Language Proficiency Requirement to reflect "Undergraduate Bachelor degree (or higher-level credential) from an English speaking post-secondary institution"

b) Board Liaison's Report

Bailey Cove had nothing additional to report, but noted that Graeme Bowbrick will be missed in his role as Chair.

5.6 Honorary Fellow Committee

a) Board Liaison's Report

Erin Rozman noted that the most recent Honorary Fellow recipient, Marcus Youssef, was on the CBC radio and noted how delighted he was to have received the distinction. Erin advised that the Committee has a list of candidates that they will be working with at a later date.

Adel reminded members that the ceremonies are recorded and available to watch, and encouraged members to listen to Marcus Youssef's speech.

5.7 Board Development Reporting

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