

1. **CALL TO ORDER:** The meeting was called to order at 6:05 pm.
Present: D. Miles (Chair), C. Gibson, M. Hemmingsen, B. Kendall, A. Kitching, K. McKitrick, M. Russell*, A. Taylor
Ex-officio: S. Meshwork, S. Witter
Administration: J. Lindsay, B. Jensen, C. Worsley, M. Murray
Other: S. Briggs (DCFA)
Guests: Y. Irani*
Regrets: A. Peacock, N. Steinman
* attended portion of meeting
* for reporting purposes the minutes have been returned to agenda order
2. **APPROVAL OF AGENDA:** The agenda was approved as distributed.
3. **WELCOME TO NEW BOARD MEMBER**

3.1 Oath of Office: Diana Miles administered the Oath of Office to newly appointed Board Member, Mary Hemmingsen, and welcomed her to the College Board.
4. **APPROVAL OF MINUTES:** The minutes of June 15, 2006 were approved as distributed.
5. **BUSINESS ARISING FROM THE MINUTES:** There was no business arising from the minutes.
6. **INFORMATION/COMMUNICATIONS:**

6.1 BCGEU: There was no report.

6.2 DCFA: Susan Briggs reported that the DCFA is preparing for September and early Fall information sessions and getting ready for bargaining.

6.3 DSU: There was no report.
7. **REPORTS:**

7.1 Board Chair:

.1 Chair's Report: Diana Miles reported that since the last meeting she went with the delegation to China. A busy two weeks were spent starting with the 5th Graduation of the joint program at the Shanghai Institute of Foreign Trade. The students and parents were thrilled with their success and cameras were flashing for two hours. From Shanghai they travelled to Harbin where the College has relations with the Heilongjiang Institute of Science and Technology. The program models the joint program we have in Shanghai. It is in its second year. A forum was held with the Douglas College delegation and the 180 students in the

program. Bursaries were given out and that was well received. This was followed by a meeting with the students for 2-1/2 hours. It was an interesting process. There is a significant difference with students in Shanghai and Harbin. Many of the students from Harbin come from farms and they seem to have had less exposure to the outside world than the students in Shanghai. Rosilyn Coulson and George Robertson were there to work on adjustments to the contract and issues to do with the English level of students entering the program. Guangwei Ouyang spent long days ironing out the details and pursuing with the institution the need for higher levels of English instruction so that students are more prepared for the work we are engaged in. These discussions were fruitful.

From Harbin they went to the Canadian Maple Leaf International School and College in Dalian. It is a large and impressive high school being taught in English and run by teachers and principals certified in B.C. They have to be teachers in good standing with the B.C. College of Teachers. There are 142 teachers from B.C. teaching there and the principal has taken two year's leave from his job as a high school principal in Richmond. They work closely with post-secondary institutions in Canada. This was an orientation visit to see what they were offering, meet with faculty and administration and see if there was any kind of fit.

The next stop was Beijing where there was a meeting with the Beijing University of Language and Culture regarding teaching a program in English. Time was spent looking at the curriculum for the two programs. There is an expectation that we might be able to sign an agreement this Fall in conjunction with the Premier's Visit to Asia.

Diana Miles attended the Association of Canadian Community Colleges' (ACCC) National Executive Leadership Institute (NELI) Conference on Vancouver Island in July. She was asked to speak to the discussion on President/Board relationships, particularly the expectations of the Board Chair/President relationship. The people in attendance were Vice Presidents and senior administrators who are interested in assuming the role of President in the Canadian College system. Although only able to participate for four hours, Diana felt they were a really good group and it would be to our benefit if we had an opportunity to track them.

Diana referred to the letter sent to the Minister towards the end of May outlining more of the Board's concerns on the Douglas Students' Union (DSU) and suggesting amendments to the College and Institute Act. The Chair took that letter to Calgary to the Board Chairs' Meeting. In tracing for a response to our letter yesterday, it was indicated by e-mail that Minister Coell will sign the letter upon his return to the office. The Minister is aware of how much administrative effort is being diverted as a result of this situation. It is not a simple issue for government either. Diana intends to reply to the letter when received.

.2 Board Member Re-Appointments: In addition to the appointment of Mary Hemmingsen to the Board, the Order in Council also covered the reappointments

to the Board of Mike Russell to July 31, 2008 and Cathie Gibson to July 31, 2009.

.3 Vice Chair's Report on Consumer and Job Preparation (CJP) Class of 2006 Graduation: Ann reported on her attendance at the Graduation of students who are in the Consumer and Job Preparation program. There were fifteen graduates from the program. Each student gave a short PowerPoint presentation on their work experience. One student has been employed by her work experience employer. They all have plans for something – a number are going to Kwantlen for a continuation of job preparation, and some are going to school in Burnaby for vocational skills. The relationship between students, faculty and staff in that program is very impressive.

7.2 Education Council:

7.3 President:

.1 President's Perspectives: Susan Witter referred to the President's Perspectives which was distributed at the meeting. This document will be sent to the College community early next week. It outlines the big picture items that we need to pay attention to in the next year, including the development of the College's Strategic Plan, the implementation of our Academic Plan and the Learning Support Services Plan (Students First), our plans for Campus development, and the Post-Secondary Education Review – Campus 2020.

The Strategic Plan is currently out in the College community. A second draft will be distributed to the Board a week or so before the Board Retreat as this topic is a major part of the Retreat.

Campus 2020 is a review of all public and private post-secondary education to determine what the province of British Columbia will require from BC's Post-Secondary Education system in the next 10 to 20 years. The government has engaged five consultants to write several discussion papers. These consultants are academics in the university system outside B.C. Susan Witter will be reporting to the Board on a fairly regular basis on Campus 2020, particularly as the discussion papers are prepared. A final report is expected in Spring 2007. It is something that we need to pay attention to.

In preparation for input on this important review, the B.C. College Presidents are also preparing discussion papers on each of the topics. Susan Witter will chair a paper on Governance and System implementation. She will probably ask a couple of Board members for some help with this.

.2 Recommendation on Service Plan Report 2005/2006: This report had a submission deadline of July 15, 2006 and was submitted to the Ministry "subject to approval by the College Board". The Ministry wants the Board to approve it because it is part of the Accountability Framework. This is the fourth year the

Ministry has done this Service Plan. The Senior Management Team endorses the report and recommends it to the College Board for approval.

It was moved:

THAT the College Board approve the Service Plan Report, 2005/2006 for submission to the Minister of Advanced Education. A. Kitching/Carried

.3 Recommendation on Credential: Citation in Pre-Business Foundation: Education Council approved the Pre-Business Foundation Program at its June 19, 2005 meeting. The Board is now being asked to approve the credential for this program. In response to a question, it was explained that this program will prepare students not ready to enter our business program. This way they can do upgrading with some exposure to the business curriculum.

It was moved:

THAT the College Board approve the establishment of a credential: Citation in Pre-Business Foundation. B. Kendall/Carried

.4 Priority Goals for Susan Witter as President of Douglas College in 2005/2006: Review/Progress Report: Susan Witter explained that she gives a Progress Report each year on what she has achieved or not achieved in the past year. These were reviewed by the Vice Presidents, and are referred to the Board for feedback.

.5 Draft Priority Goals for Susan Witter as President of Douglas College in 2006/2007: Susan Witter indicated that each year she tables her draft priority goals with the Board and asks for feedback, by phone, email or a meeting with her prior to the September Board package being distributed. In preparing the Presidents and Vice Presidents goals, key documents such as the Draft Strategic Plan, the Academic Plan and the Learning Support Services Plan (Students First) along with Ministry directives are reviewed. A number of goals are carried forward, particularly cultural goals, as well as a couple of goals that were not achieved. The Vice Presidents carry out the same exercise with the Deans and Directors. Some overall Senior Management Team goals are also established. A final document will come forward for approval at the September meeting.

.6 Ombudsman's Report: April 1 to June 30, 2006: As evidenced on the quarterly report there were two complaints with no investigation. Susan Witter reported that there was a time in College history that we did not have positive Ombudsman Reports. Her sense is that when student complaints do not get solved at Education Council's Appeals Tribunal or under our Conduct or Violence policies then students go externally to the Courts, the Ombudsman or to the Human Rights Commission.

8. **ANNOUNCEMENTS AND GENERAL INFORMATION:** There were no further requests for information on this item.

9. **ISSUES ARISING FROM BOARD MEETING:** There were no issues arising from the meeting.
10. **BOARD MEMBERS:** Mary Hemmingsen provided some of her background. She is a Chartered Accountant (C.A.), but has not practised in that capacity for a long time. She is the General Manager, Capital Plans, Asset Management and Projects at B.C. Hydro. She brings a perspective from a complex organization of trying to reconcile various interests to make decisions. She sees that as an environment that exists here. There are also a number of similar challenges at Douglas College that they are dealing with at B.C. Hydro.

By way of introducing themselves to Mary, each Board member gave a short summary of their backgrounds.

Ben Kendall gave a South African group information on the Self-Employment program at the Association of Canadian Community Colleges (ACCC) Conference. It will take approximately 6-8 weeks to hear if they are interested. Ben attended the English as a Second Language Immersion Program graduation for the teachers from the Heilongjiang Institute of Science and Technology (HIST) in Harbin. This is the first group of English-language teachers from HIST coming to Douglas. They are looking forward to us visiting them.

11. **DATE AND LOCATION OF NEXT MEETING:** The next meeting of the Board is on September 21, 2006 at 6:00 pm in the New Westminster Campus Boardroom. Diana Miles announced that she will not be chairing the September meeting as she will be out of the country at that time.
12. **ADJOURNMENT:** The meeting adjourned at 6:37 p.m.

CHAIR

PRESIDENT