

**MINUTES OF THE REGULAR MEETING OF THE
DOUGLAS COLLEGE BOARD
Open Session**

**September 17, 2009
New Westminster Campus Boardroom**

Open Meeting File No. 2009-09-17

Approved October 22, 2009

ATTENDANCE

Board Members: G. Bowbrick, B. Clarke, D. Guedes, M. Hemmingsen, M. Hwang, P. Kendrick,
A. Kitching, S. McAlpine (ex-officio), S. Meshwork (ex-officio), M. Regan,
M. Russell A. Taylor (Chair), P. Wates
Observers: M. Ferley, A. Iachelli, P. Wilkins
Administration: B. Barber, J. Carrie, M. Exmann, B. Jensen, K. Maynes, H. Postma, C. Worsley
Regrets: G. Ouyang
Guest: P. Bartleman
Recording: S. Donnelly

1. CALL TO ORDER

The Chair called the meeting to order at 6:13 p.m., and welcomed all back to the new academic year. He relayed regrets from Dr. Guangwei Ouyang, who was attending a conference in Europe, and welcomed new Board members David (Dave) Guedes and Michael (Mike) Regan. He also welcomed DSU External Relations Coordinator Priscilla Bartleman.

2. APPROVAL OF AGENDA

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

30/2009 *THAT the agenda be approved as distributed.*

3. WELCOME TO NEW BOARD MEMBERS

At the Chair's invitation, Dave Guedes and then Mike Regan took the Oath of Office. Both offered information about their backgrounds, studies and interests in serving on this Board.

4. APPROVAL OF MINUTES OF AUGUST 20, 2009

It was moved by Ann Kitching, seconded by Peter Kendrick and unanimously resolved:

31/2009 *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)

The Chair asked Mark Ferley if he had anything to share with the Board. Mr. Ferley noted that, at this busy time of year, everything was running well and that he had no news to report.

6. INFORMATION/COMMUNICATION, cont'd

6.1.2 Douglas College Faculty Association (DCFA)

The Chair thanked Peter Wilkins for his report, and asked if he had anything to add. Peter Wilkins advised that the DCFA had provided the names of the faculty members to serve on the selection committee for the new Vice President, Education. He added that Scott McAlpine's recent presentation to the DCFA had been very well received. The Chair invited questions; there were none.

6.1.3 Douglas Students' Union (DSU)

The Chair thanked Alessandro Iachelli for his report, and invited questions of this Constituency Group Leader. There being none, the Chair invited DSU External Relations Coordinator Priscilla Bartleman to report on the *Hearty Meals Food Resource Centre*, which she categorized as one of the DSU's most significant undertakings. While the DSU did have a food bank in the past, this new program reflects a holistic approach, one intended to encourage a sense of community.

Advising that 78,101 people visit a food bank at least once monthly in BC, and that our province has – for the fifth consecutive year – the highest child poverty rate in Canada, Ms. Bartleman explained that the DSU is interested in working toward engaging, educating and leading the student movement to a hunger-free community. The DSU will focus on barriers such as stigmas surrounding hunger, and awareness of culturally sensitive issues. Ms. Bartleman and the Chair invited questions, to which Ms. Bartleman responded. She also advised of an upcoming, nation-wide "Trick or Eat" program for Halloween. The Chair commended Ms. Bartleman and the DSU for this work, and offered the Board's good wishes.

7. REPORTS

7.1 Board Chair

The Chair reported on his attendance at the second session of the Business Council of British Columbia's *Outlook 2020 Summit Series*, and economists' recent forecasts of future unemployment levels in relation to potential Full Time Enrolment (FTE) levels.

A Notice of Position (NOP) for three vacancies on the Douglas College Board was first published in Spring 2009; this Board will have three such Order In Council (OIC) vacancies as of October 1, 2009. The Board office recently received word from the Board Resourcing and Development Office (BRDO) that it would be mid-October 2009 at the earliest before recommendations are presented to the provincial Cabinet. The Chair asked that any Board members who anticipated challenges in attending the October Board meeting advise Shelagh Donnelly as soon as possible, since the Board would face quorum issues should there be any absences in addition to the two absences that had been planned months ago.

The Chair reminded Board members of the September 27 and 30, 2009 events to welcome and introduce Scott McAlpine to Douglas College employees at large. He reported that plans for the September 23, 2009 events honouring retired President Susan Witter were well underway, and noted the successful end of summer barbeques at both the David Lam and New Westminster campuses.

The Chair reported on upcoming anniversary celebrations at our partner institution, St. Andrew's University in Osaka, Japan. He had asked Chair-elect Paul Wates to represent this Board during the September 25 – 28, 2009 events, during which St. Andrew's University will celebrate both the 50th anniversary of Momoyama Gakuin University and the 125th anniversary of the foundation as an incorporated school.

Andrew Taylor invited discussion of the proposed January 15 and 16, 2010 dates for the College Board retreat, to be held at Hart House in Burnaby, with an external facilitator to guide focused consideration of matters such as Board governance, evaluation and goal setting. The event will also provide an opportunity for Scott McAlpine to outline strategic planning information. Paul Wates advised that more input would be sought later this year to ensure that the retreat encompasses matters of interest to Board members.

7. REPORTS, cont'd
7.2 Education Council
7.2.1 Chair's Report

Susan Meshwork advised that, as Education Council holds no meetings in August, she had nothing to report other than the abundance of new members on the Council.

7.2.2 A/Board Liaison's Report

Ann Kitching planned to attend the September 2009 Education Council meeting in Peter Kendrick's stead.

7.3 President
7.3.1 President's Report

Scott McAlpine referenced his written report and advised that the BC Colleges (BCC) Presidents had met by conference call subsequent to the recent provincial budget update, and would meet again on September 21, 2009. The College anticipated having final Fall 2009 enrollment counts by the week of September 21, 2009 and would then release such numbers. The President reported that he had invested significant time in continuing to meet colleagues and familiarize himself with the College's two campuses; he had begun meeting with area Members of the Legislative Assembly (MLAs) and Members of Parliament (MPs). The President reported that Dr. Guangwei Ouyang had submitted seven new MOUs for consideration by Education Council, and that a delegation from Shanghai would be on campus September 17, 2009.

The Chair invited comments and questions. Graeme Bowbrick noted that the President's communications to the College community outlining reaction to the recent budget were gracious and appropriate in tone. The Chair advised that he had also conveyed to the Hon. Colin Hansen, Minister of Finance and Deputy Premier, the College's positive sentiments regarding the budget update. He noted that the BCC Board Chairs looked forward to meeting with Minister Stilwell and her associates at their September 21, 2009 joint meeting with BCC Presidents, and intended to reiterate their support of and appreciation for the budget.

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

Paul Wates reported on this committee's recent meeting, during which time the committee welcomed Graeme Bowbrick as a new member and elected Peter Kendrick as its new Chair, effective October 1, 2009; Board members offered their congratulations. Paul Wates advised that the committee reviewed its Terms of Reference (TOR) during its September meeting, and recommended no changes at this point.

8.1.2 Financial Reporting: April – August 2009

Paul Wates noted the succinct memorandum projecting a surplus of just over \$500,000, a positive development and sign of strong enrolments. He invited questions; there were none.

8.1.3 Recommendation on Financial Information Pursuant to the Financial Information Act

Paul Wates noted some new inclusions in the financial report, and invited questions. Andrew Taylor queried the reference on page four of the *Statement of Cash Flows to March 31, 2009* to repayment of a debt. Karen Maynes advised that the \$1,485,000 reflected debt the College had undertaken on behalf of the DSU for the DSU Student Building; as of June 2008, the building was paid for in full. Andrew Taylor questioned Schedule two, page two, and the expense associated with the District of Maple Ridge. Karen Maynes reported that this was for leased space acquired by The Training Group.

It was moved by Ann Kitching, seconded by Peter Kendrick and unanimously resolved:

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THAT the College Board approve the Financial Information Pursuant to the Financial Information Act for the year ended March 31, 2009

8. BOARD COMMITTEES
8.2 Human Resources Committee

Andrew Taylor thanked Mike Russell for his readiness to step into the role of Acting Committee Chair, and invited a report. Mike Russell advised that the September meeting had been brief, and he had no report.

9. ANNOUNCEMENTS AND GENERAL INFORMATION

The Chair noted the extensive New Westminster Campus renovations coordinated by Facilities Services, including replacement of the gymnasium bleachers, an expanded fitness centre, resurfacing of the west plaza and the underground parking lot, as well as renovations to level two washrooms and the upper cafeteria. Board members endorsed the Chair's recommendation that a note of commendation be sent Terry Leonard, Director of Facilities Services, and his staff.

10. ISSUES ARISING FROM BOARD MEETING

There were no issues arising.

11. BOARD MEMBERS' REPORTS

Board members reported on recent undertakings and activities. Graeme Bowbrick reported that he had recently commenced advanced law studies at UBC and was able to do so only because of the College's *Educational Leave* budget. He conveyed his thanks to the College for being awarded one of four such opportunities in the last round of this competitive application process. While he would return to teaching full time the following summer, he was pleased – particularly in light of necessary upcoming absences from some Board meetings – to be able to serve on the Audit and Finance Committee and remain engaged.

**12. RECOGNITION OF SERVICE TO DOUGLAS COLLEGE BOARD:
ANN KITCHING, ANDREW TAYLOR**

Paul Wates acknowledged the service of Ann Kitching and Andrew Taylor, both of whom would conclude their terms on the Douglas College Board effective September 30, 2009. Special reappointments extending these Board members' terms one and a half years beyond the norm of service were effected in 2008, given the College's Presidential recruitment and the contributions these Board members were able to offer during such time. Board members thanked and applauded both Ann Kitching and Andrew Taylor for all their work, enthusiasm and commitment to the Board and to Douglas College, and looked forward to honouring them on November 5, 2009. Ann Kitching thanked Board members, adding that she had greatly enjoyed her service to this Board, and would miss it dearly. Andrew Taylor echoed these sentiments.

13. DATE AND LOCATION OF NEXT MEETING:

The next meeting will be held on Thursday, October 22, 2009 at the New Westminster Campus.

14. ADJOURNMENT

There being no further business, the meeting adjourned at 7:04 p.m.

CHAIR

PRESIDENT