

Open Meeting File 2015-06-18, approved September 24, 2015

## IN ATTENDANCE

### Board Members

Aaron Bayes <sup>1</sup>  
Graeme Bowbrick  
Jane Butterfield, AFC Chair  
Jason Carvalho  
Kathy Denton, President (ex-officio)  
Katryna Koenig <sup>1</sup>  
Debbie Oster, Acting HRC Chair  
Dave Seaweed  
Tom Spraggs, TSC Chair  
Shelley Williams, Board Chair

### Administration

Thor Borgford, VP Academic and Provost  
Keith Ellis, Director, Institutional Research and Planning  
Shelagh Donnelly, College Secretary; recording  
Vicki Shillington, Associate VP, Human Resources  
Dave Taylor, Associate VP, Business Development and Strategic Communications  
Tracey Ternoway, VP, Finance and Administration  
Chris Worsley, Director, Finance

### Observers

Ryan Cousineau<sup>2</sup>, BCGEU  
Len Millis for Erin Rozman, DCFA  
Ruab Waraich, DSU

### Guests

Tracy Ho, Ian McLeod, Dave Teixeira

## REGRETS

### Board Member(s)

Todd Harper, Chair, Education Council  
Peter Kendrick, Vice Chair  
Jeevan Khunkhun, CPC Chair  
Nicole Liddell, HRC Chair  
Gerry Shinkewski, Vice Chair

### Administration

Guangwei Ouyang, VP, International Education and Strategic Partnerships  
Hazel Postma, Associate VP, Advancement & External Relations

### Observers

Erin Rozman, DCFA

<sup>1</sup> late arrival      <sup>2</sup> early departure

## 1. CALL TO ORDER AND CHAIRS REMARKS



**b) Government: 2015-16 Mandate Letter**

The Board Chair thanked all members for signing the mandate letter, for return to government prior to June 30, 2015.

**c) Recognition of Outgoing Board members**

The Board Chair expressed the Board's appreciation to outgoing members Aaron Bayes, Todd Harper, Peter Kendrick and Katryna Koenig, and noted that formal recognition would be offered in October 2015. Ms. Koenig expressed appreciation for the opportunity to have served and learned from the experience.

**d) Appointment and Reappointments to the Board**

The Board Chair reported on government's appointment of Mr. Dave Teixeira to the Board, effective July 31, 2015 and thanked Mr. Teixeira for attending the meeting as an observer. She reported that she had been reappointed to the Board, as had Jane Butterfield, Jason Carvalho, Nicole Liddell and Tom Spraggs.

**e) 2015-16 Board Committees and Liaisons: Appointments and Ratifications**

The Board Chair outlined the BEGC's recommendations on committee and liaison assignments, and reported that the incoming student members had been consulted as part of the process.

It was moved by Debbie Oster, seconded by Dave Seaweed, and unanimously resolved:

**22/2015** THAT the Douglas College Board approve the following Committee and Liaison appointments, effective September 1, 2015:

**i. Audit and Finance Committee (AFC):**

**f) Board Development:**

**i. Summer 2015 Board Orientation: Tuesday, August 18**

The Board Chair advised that a full day of orientation for the Board's four new members was planned for August 18, 2015.

**ii. 2015 Conference Reports: Bowbrick, Butterfield, Oster**

The Board Chair invited discussion on the conference reports contained in the agenda package. She advised that the Board's Fall 2015 st

Members queried whether KPMG's audits identified any legal issues. The AFC Chair reported that KPMG's audit includes a review of legal matters, and that the auditors raised no legal matters for the AFC's attention. She also noted that management has implemented a process in which it conducts and signs off on an annual compliance review, and that the AFC recently reviewed management's 2014-15 compliance report.

It was moved by Jane Butterfield, seconded by Tom Spraggs, and unanimously resolved:

