



*Open Meeting File 2018-06-28 for approval September 20, 2018*

## **IN ATTENDANCE**

### **Board Members**

Jane Butterfield, AFC Chair  
Kathy Denton, President (ex-officio)  
John Evans, BEGC Chair; Board Chair  
Adel Gamar  
Marissa Martin  
Telka Pesklevits  
Dave Seaweed  
Wesley Snider  
Eileen Stewart, HRC Chair; Board Vice Chair  
Jodie Wickens

### **Administration**

Thor Borgford, VP, Academic and Provost  
Laureen Dailey, Interim College Secretary (Recorder)  
Keith Ellis, AVP, Institutional Effectiveness  
Brian Mackay, AVP Technology & CIO  
Rebecca Maurer, Associate VP, Human Resources  
Guangwei Ouyang, VP, International Education & Strategic Partnerships  
Dave Taylor, Associate VP, Public Affairs  
Tracey Szirth, VP, Administrative Services and CFO

### **Observers**

Tanysha Klassen Douglas Students' Union  
Len Millis for Erin Rozman, Douglas College Faculty Association

### **Guests**

Steven Beasley, DSU; Vivian Lee, Finance; Rella Ng, Registrar's Office

## **REGRETS**

### **Board Members:**

Jeevan Khunkhun, CPC Chair  
Jasmine Nicholsfigueiredo, Chair, Education Council (ex-officio)  
Dave Teixeira, TSC Chair; Board Vice Chair

### **Management:**

Sarah Dench, Associate VP, Academic and Student Affairs

### **Observers:**

Ryan Cousineau, BC Government and Service Employees' Union (BCGEU)  
Erin Rozman, Douglas College Faculty Association

## **1.**

There being a quorum present, Chair John Evans called the meeting to order at 5:05 p.m.

Dave Seaweed extended a welcome to campus on behalf of the Qayqayt First Nation and all Coast Salish peoples. The Chair welcomed the new AVP Technology & CIO, Brian Mackay, and guests to the meeting.



#### **4. ACADEMIC DIVISION UPDATE**

##### **4.1 Annual Report: Vice President Academic and Provost**

Thor Borgford highlighted the various degrees developed in the last year as outlined in his written report, and noted the recent approval of the BBA Management with Concentrations. In response to a question about the ongoing challenges regarding recognition of our Social Work degree with the BC College of Social Workers, Dr. Borgford advised of his latest reassuring conversation with the Ministry and expectation of a positive conclusion.

#### **5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS**

##### **5.1 Board Executive and Governance Committee (BEGC)**

###### **a)**

John Evans advised that a high priority for BEGC is the OIC vacancies on Board and he anticipates receiving word from government in early July. He acknowledged the departures of Babs Kelly and Tom Spraggs and recognized their contributions to the Board, as well as those of outgoing Education Council Chair, Jasmine Nicholsfigueiredo. He noted the orientation for new Board members will be held August 29<sup>th</sup>.

Mr. Evans reported that BEGC continues to review Board policies and is working on the October retreat agenda. He remarked on the graduation ceremonies in China and the College's enduring partnership with SUIBE. Kathy Denton added that it is a high performing and successful program and is held in high esteem. Mr. Evans thanked members Adel Gamar, Dave Teixeira, Eileen Stewart and Jodie Wickens for representing the Board at the New Westminster graduation ceremonies, and Mr. Seaweed for providing the Qayqayt welcome at all seven ceremonies.

Lastly, Mr. Evans thanked committee members for completing their self-evaluations and advised that the full Board evaluation will be distributed in early September for discussion at the October retreat.

##### **5.2 Audit and Finance Committee (AFC)**

###### **a)**

Jane Butterfield reported on the AFC's June meeting with auditors KPMG. She advised that there were no adjustments out of audit, no identified errors, and no management letter points. Ms. Butterfield noted it was a testament to Tracey Szirth, Vivian Lee and team for looking after the Board's finances so capably.

###### **b) Recommendation on 2017/18 FTE Enrolment Report**

###### **i. FTE Enrolment Report Highlight Memo**

###### **ii. Audited 2017/2018 Full Time Enrolment (FTE) Report**

Tracey Szirth commented that the enrolment audit was consistent with what was reported and projected for the year. She explained that the enrolment audit is a level of assurance for a small cost that feeds into the financial statements.

It was moved, seconded and unanimously resolved:

**2018/0605** *THAT the College Board approve the 2017/18 audited Douglas College FTE Enrolment Report*

###### **c) Recommendation on 2017/2018 Financial Statements**



**b) Technology Strategy Roadmap Report**

Tracey Szirth presented, for information, a summary of the Technology Strategy 2017-2022 Roadmap Report. The Report outlines objectives related to strategic goals and indicates project milestones and timelines. She noted timelines and prioritization of initiatives will likely shift around as needed over the five-year period.

**5.6 Education Council****a) Education Council****Report: May and June 2018 Meetings****b)**

Members received, for information, the Education Council Chair's reports for the May and June meetings, as well as her 2017/18 Annual Report.

**c) Credential Recommendation: Establishment of the Continuing Education Credential**

In Jasmine Nicholsfigueiredo's absence, Thor Borgford presented the PEAK - Buildings credential for Board approval. He noted this non-credit, professional development program will tie in with well-established accreditations in other areas and that graduates will find employment traction with organizations such as BC Housing and Fortis BC.

It was moved, seconded and unanimously resolved:

**2018/0610** *THAT the College Board establish the Continuing Education credential Certificate in Practical Energy and Advanced Knowledge – Buildings, effective September 1, 2018*

**5.7 Douglas College Foundation****a) B**

Marissa Martin advised that the FoundW\*nBTowl5o owlhe Found0 G70 G70 G70 G7u000B3 AMq0.00000912 0 612 792 re