

**IN ATTENDANCE**

**Board Members**

Doyin Agbaje  
Kathy Denton, President (ex-officio)  
Adel Gamar, BEGC Chair; Board Chair  
Natasha Knox  
Kristi Miller, Board Vice-Chair  
Bobby Pawar, CPC Chair  
Erin Rozman  
Dave Seaweed  
Eileen Stewart, HRC Chair  
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**Administration**

### **3.2 Institution Accountability Plan and Report 2021/22**

Kathy referred to the information published with the agenda, and advised that there were no corrections or additions required of the data. She noted that this year is less about Covid, rather more about going forward with Ministry priorities.

It was moved, seconded and unanimously resolved:

**2022/0602**

## **4. ACADEMIC DIVISION UPDATE**

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

Thor spoke to the materials provided in the package materials. He noted that the College started offering programs in Health Management 30 years ago, and that it's remained relatively unchanged. He noted that there may be some upcoming updates including a Post Baccalaureate credential. He advised that this is a long process involving an expert panel and Ministry approval, but it is currently looking positive.

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

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

#### **a) Committee Report**

**b) Draft 2021/22 FTE Enrolment Report**

Susan invited Vivian Lee to speak to this item. Vivian spoke to the materials as included in the package, noting that domestic enrolment was down slightly.

It was moved, seconded and unanimously resolved:

**2022/0603**

**c) 2021/22 Audited Financial Statements**

Susan advised that the Finance Department put together highlights to make sense of the attached statements, and noted that they are nicely presented. Eileen expressed her gratitude to the Douglas College Community for its financial health and success.

It was moved, seconded and unanimously resolved:

**2022/0604**

**d) Re-appointment of External Auditor for Fiscal 2022/2023**

Susan advised that the recommended auditors work well with the finance team, and she is comfortable recommending them once again. Kayoko noted that there is no maximum amount of years that any auditor can work with the College. Kathy clarified that the Auditor General cycles through each institution and will soon be with Douglas College.

It was moved, seconded and unanimously resolved:

**2022/0605**

**e) 2022/23 Full Time Equivalent (FTE) Reporting: Summer 2022**

Vivian advised that while Summer domestic enrolment was down, the College expects to be on budget for the rest of the year.

**f) Quarterly Update to Annual Forecast: Q1, 2022/23**

Susan advised that this is a quarterly report that is provided to the Ministry. She noted that the first quarter is typically the same as the budget due to not enough time elapsing to show any changes. Susan invited questions. There were none. Adel expressed his gratitude for all the work that Susan has done on the Committee as Chair.

**5.3 Human Resources Committee (HRC)****a) Committee Report**

Eileen Stewart referred to the report included in the package, and invited questions. There were none. Adel expressed his gratitude for all of the work that Eileen has done as Committee Chair of HRC.

**5.4 Campus Planning Committee (CPC)****a) Committee Report**

Bobby Pawar referenced the report included in the package, and invited questions. There were none.

**b) Lease Renewal: The Training Group, Burnaby**

Bobby provided some statistics with relation to the ever changing costs of building materials, and noted that