

**MINUTES OF THE REGULAR MEETING OF THE  
DOUGLAS COLLEGE BOARD  
Open Session  
May 21, 2009  
David Lam Campus Boardroom**

*Open Meeting File No. 2009-05-21*

*Approved June 18, 2009*

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**ATTENDANCE**

Board Members: G. Bowbrick, B. Clarke, C. Gibson, M. Hemmingsen, M. Hwang, P. Kendrick, A. Kitching, A. MacGrotty, S. Meshwork (ex-officio), M. Steinbach, A. Taylor, P. Wates, S. Witter (ex-officio)

Regrets: M. Russell

Observers: M. Ferley (BCGEU); regrets from A. Iachelli (DSU) and S. Briggs (DCFA)

Administration: M. Exmann, B. Jensen, J. Lindsay, K. Maynes, G. Ouyang, H. Postma, C. Worsley  
Regrets: B. Barber

Recording: S. Donnelly

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**1. CALL TO ORDER**

The Chair called the meeting to order at 6:20 p.m.

**2. APPROVAL OF AGENDA**

It was moved by Matthew Steinbach and seconded by Paul Wates:

15/2009 *THAT the agenda be approved as distributed.*

**3. APPROVAL OF MINUTES OF APRIL 16, 2009**

It was moved by Alysia MacGrotty and seconded by Matthew Steinbach:

16/2009 *THAT the minutes be approved as distributed.*

**4. BUSINESS ARISING FROM MINUTES**

There was no business arising.

**5. PRESENTATION: 2009 CELEBRATION OF TEACHING, LEARNING, RESEARCH AND SCHOLARLY ACTIVITY**

Dr. Jan Lindsay thanked Board members for their strong turnout and support of the afternoon's *Celebration of Teaching and Learning*. She described and gave an online tour of the Centre for Academic and Faculty Development (CAFD; <http://www.douglas.bc.ca/cafd.html>) website, which includes but is not limited to:

- Employee Development, Faculty Development and Research and Scholarly Activity
- Program Review and Renewal
- General Professional Development (PD) and Wellness
- Centre for Educational and Information Technology (CEIT)
- Health and Safety Orientation
- The Vice President's Academic Council

## 5. PRESENTATION: 2009 CELEBRATION OF TEACHING, LEARNING, RESEARCH AND SCHOLARLY ACTIVITY, cont'd

An overview of the Employee Development website illustrated the capabilities of an online calendar through which employees register for development opportunities. May and June are extremely active periods for faculty professional development and skill upgrading. While in the past Douglas Development focused solely on faculty development, CAFD focuses on employee development and on research and scholarly activity.

Until four years ago, there was no system to advise faculty members on research and scholarly activity; the related website now provides support and information on how to access internal and external opportunities, which saves faculty members' time when they research such opportunities. The online list of this year's awards is extensive and illustrates a high level of research, in marked contrast to four years ago. The website also reports on success stories, including the College's Michael Wilson, a Geology, Anthropology and Environmental Science instructor, whose work was referenced in *Discovery Magazine*.

Following a detailed review illustrating links to the Institute of Urban Ecology, the Centre for Health and Community Partnerships, the College's recent Natural Sciences and Engineering Research Council of Canada (NSERC) application –for which Jan Lindsay credited Joy Page for her efforts – and more, Jan Lindsay invited and responded to questions.

Andrew Taylor acknowledged, on behalf of the Board, the afternoon's highly successful *Celebration of Teaching and Learning*, and the strong community attendance. He noted that the event served to heighten civic politicians' awareness of the College's research endeavours. The Board Chair thanked Jan Lindsay for the drive she and her team had put forth over the past four years, and the positive impact such work had upon Douglas College.

## 6. INFORMATION/COMMUNICATION

### 6.1.1 BC Government and Service Employees' Union (BCGEU)

Mark Ferley had nothing to report, but did offer a recommendation regarding Agenda Item 7.3.5, *Approval of Continuing Education Credential: Certificate in Home Inspection*. The Chair noted that this matter had already been prepared and presented as a motion for consideration by the Board during this meeting, and he invited Education Council Chair Susan Meshwork to offer her advice. The proposal had already been vetted by Education Council, and this was too late a point in time to provide input on program content. Should Mr. Ferley wish, he could at a later date provide input to the Program Development Coordinator.

### 6.1.2 Douglas College Faculty Association (DCFA)

The Chair conveyed Ms. Briggs' regrets, as she was in attendance at a Federation of Post Secondary Educators of BC (FPSE) conference.

### 6.1.3 Douglas Students' Union (DSU)

The Chair noted new DSU Constituency Group Leader (CGL) Alessandro Iachelli's regrets; he had submitted a report and planned to attend this meeting, but was delayed in air travel returning from a conference of the Canadian Federation of Students (CFS).

**7. REPORTS****7.1.1 Board Chair**

## 7.1.2 Presidential Search

The Chair reported that Dr. Scott McAlpine would commence his role as Douglas College President on August 17, 2009, and that he had been on campus twice since his selection, to meet with Susan Witter as well as a number of College representatives.

## 7.1.3 Board Membership: Notice of Position

The Chair advised that the Notice of Position, advertising three upcoming Order In Council vacancies, had been posted but withdrawn from the BRDO website; it will be re-posted once Premier Campbell's new Cabinet is in place. He further reported that he and the Board EA would meet with the Board Resourcing and Development Office (BRDO) Manager the subsequent Monday.

## 7.1.4 Summer 2009 Graduation Ceremonies: June 3 and 4

Andrew Taylor encouraged Board members to attend as many ceremonies as possible, and to confirm their attendance with Shelagh Donnelly. He congratulated Matthew Steinbach on being amongst our graduands.

## 7.1.5 International Student Recruiters

The Chair reported on a meeting he had attended at Dr. Guangwei Ouyang's invitation. The impressive event included recruiters from Russia, Argentina, Switzerland, Turkey, Ukraine, Venezuela, Brazil, Peru, Columbia, Khazakhstan and Mexico.

**7.2 Education Council**

## 7.2.1 Chair's Report

Susan Meshwork highlighted item 11 in her report. Since the College will become a receiving institution, rather than one which merely *sends* transfer credits, we have developed a policy on how Douglas College will receive transfer credits. The draft policy is being well received, and will be presented for approval in June 2009. Paul Wates congratulated Susan Meshwork on her recent re-election as Education Council Chair.

## 7.2.2 Board Liaison's Report

Ann Kitching added her congratulations to Susan Meshwork on her re-election, noting her view – after her own seven years of service as Education Council Liaison – that Ms. Meshwork is a superb Education Council Chair.

**7.3 President**

## 7.3.1 President's Report

Susan Witter invited questions and comments of her report. Ann Kitching extended her congratulations to all involved in the Nursing accreditation process, and asked that the Board's congratulations be relayed to the Nursing department and the Faculty of Health Sciences. The Chair recommended that a media release be issued; Jan Lindsay reported that CMO Director Brad Barber was working on such a release.

- 7. **REPORTS**, cont'd
- 7.3 **President**, cont'd
- 7.3.2 Vice President Education: Transition

Susan Witter relayed her regrets, and those of her colleagues, over Dr. Jan Lindsay's upcoming departure from Douglas College, and pride in Dr. Lindsay's assumption of the role of President of North Island College. She noted that Dr. Lindsay was well prepared for this role, and that North Island would gain a very good new leader. In collaboration with her successor, Dr. Scott McAlpine, and with Associate Vice President Employee Relations Marian Exmann, Susan Witter has been working on plans to recruit Dr. Lindsay's successor. The announcement of the appointment of an Acting Vice President of Education, to take effect July 1, 2009, was planned for May 25, 2009.

Susan Witter reported that Barbara Bessey would retire from her role as Executive to the President, after 35 years of exceptional service to the College, on July 31, 2009. The announcement of the appointment of Ms. Bessey's successor was also scheduled for May 25, 2009, and both announcements will be relayed to Board members.

### 7.3.3 **Approval of Credential: Post Degree Diploma in Marketing**

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

17/2009 *THAT the Board approve the establishment of the credential,  
Post Degree Diploma in Marketing*

### 7.3.4 **Approval of Continuing Education Credential: Licensed Practical Nurse (LPN) Mental Health Nursing Certificate Program**

It was moved by Matthew Steinbach, seconded by Ann Kitching and unanimously resolved:

18/2009 *THAT the Board approve the establishment of the credential, Certificate in  
Licensed Practical Nurse (LPN) Mental Health Nursing Program*

### 7.3.5 **Approval of Continuing Education Credential: Certificate in Home Inspection**

It was moved by Ann Kitching, seconded by Alysia MacGrotty and unanimously resolved:

19/2009 *THAT the Board approve the establishment of the credential, Certificate in Home  
Inspection*

### 7.3.6 **Infrastructure Funding Capital Project Priorities, Phase II**

Susan Witter noted the recent \$7.3 million funding announcement for seven infrastructure projects, and anticipation of a subsequent funding opportunity. The Senior Management Team (SMT) has identified three priorities, but no planning or work will be undertaken unless such an application is successful.

- 8. **BOARD COMMITTEES**
- 8.1 Audit and Finance Committee

Paul Wates reported that there had been nothing substantive to bring forward to the Audit and Finance Committee this month, and so there was no news to report.

**8. BOARD COMMITTEES, cont'd**  
8.2 Human Resources Committee

Cathie Gibson reported that, with the Presidential search complete, the Human Resources Committee had returned to its regular monthly meeting schedule.

**9. ANNOUNCEMENTS AND GENERAL INFORMATION**

The Chair drew Board members' attention to a number of upcoming events.

**10. ISSUES ARISING FROM BOARD MEETING**

There were no such matters arising from the meeting.

**11. BOARD MEMBERS' REPORTS**

Cathie Gibson reported on the success of the previous week's dinner for Presidential Search Advisory Committee (PSAC) members. Ann Kitching concurred, and credited the College Board for hosting the dinner for its hard working and dedicated committee members.

Mary Hemmingsen noted anecdotal reports of a number of new students planning to enter Douglas College from area high schools.

Board members reported on events in which they'd recently participated, and Andrew Taylor conveyed good wishes to all who were preparing to attend the 2009 Association of Canadian Community Colleges (ACCC) conference.

**12. DATE AND LOCATION OF NEXT MEETING:**

The next meeting is scheduled for 6:00 p.m. on Thursday, June 18, 2009, in the New Westminster Campus boardroom.

**13. ADJOURNMENT**

There being no further business, the meeting adjourned at 7:03 p.m.

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CHAIR

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PRESIDENT