

Open Meeting File 2025-09-25 for approval November 27, 2025

IN ATTENDANCE

Board Members

Kathy Denton, President (ex-officio)
Bereket Kebede, GC Chair; Board Chair
Chetan Kaur
Manjit Mandher
Marilyn Marchment
Sally Mennill, Education Council Chair (ex-officio)
Baljinder Narang, HRC Chair
Haroon Raza, Vice Chair; AFIC Chair
Erin Rozman
Vijayta Thakur
Stefanie van Hooijdonk

Administration

Thor Borgford, VP Academic and Provost
Sherry Chin-Shue, VP Human Resources
Sarah Dench, VP Student Affairs
Keith Ellis, AVP Institutional Effectiveness
Chris Gardner, AVP Facilities and Sustainability
Patty Hambler, AVP Student Affairs
Michael Lam, AVP Technology and CIO
Devon Smith, EA College and Board Governance (Recorder)
Kayoko Takeuchi, VP Administrative Services and CFO
Dave Taylor, VP External Relations and Advancement

Observers

Andrew Dalton, DSU; Emerson Lakowski, DSU;
Jasmine Nicholsfigueiredo, DCFA

REGRETS

Board Members: Natasha Knox, Vice Chair, Dan Rothwell, CPC Chair, Jin Taek Shim

Management: Doug Nelson, Director, Finance, Leonel Roldan-Flores, AVP International Education

Observers: Ryan Cousineau, BCGEU

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Bereket Kebede called the meeting to order at 5:02 p.m.

Bereket Kebede acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the qíícəy̓ (Katzie), q'w̓a:ńł'əń (Kwantlen), kwikwəłəm (Kwikwetlem), x̣ẉməθk'wəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəwəθən (Tsawwassen) and səliłwətał (Tsleil-Waututh) Peoples.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and resolved with abstentions:

2025/0901 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the June 26, 2025 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the June 26, 2025 Closed Session
- 2.3 Information: Consent Resolution Approved by the Board August 22, 2025
- 2.4 Correspondence, Reports and Invitations Extended to the Board

3. WELCOME/INTRODUCTIN OF NEW BOARD MEMBERS/ATTENDEES**3.1 Chetan Kaur, Manjit Mandher, Vijayta Thakur, Stefanie van Hooijdonk**

Bereket Kebede invited the Senior Management Team and Board Members to an introductory roundtable.

4. PRESIDENT and CEO'S REPORT**4.1 President's Report**

Kathy Denton advised that the President's Report always follows the same structure. Kathy advised that in terms of enrolment, Douglas College is doing better than its peers. Kathy then spoke to the item relating to Health Sciences recruiting. She advised that the demand is rebounding, and the College will have to cap admissions to the program to avoid incurring long wait times. She added that not only is this good for the College, but also for more broadly for healthcare.

5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS**5.1 Board Executive and Governance Committee (GC)****a) Committee Report**

Bereket Kebede referred to the report as included in the package. He highlighted several portions, namely that the Board will not be doing any upcoming travel for conferences or development. Bereket invited questions, there were none.

b) Board Development: Board Education and Development Opportunities

Bereket noted that he had addressed this matter in the item above.

c) Board Members' Code of Conduct Confirmation

Bereket reminded all Board members that they must be acting in accordance with section D10 of the Board Governance Framework.

d) Board Committee: Appointments

Bereket referred to the resolution being put forward for Erin Rozman to be appointed to the Human Resources Committee. There were no questions.

It was moved, seconded and unanimously resolved:

2025/0902 *THAT the Douglas College Board approve the appointment of Erin Rozman to the Human Resources Committee effective September 25, 2025.*

5.2 Audit and Finance Committee (AFIC)**a) Committee Report**

Haroon Raza provided highlights of the September AFIC meeting and invited questions. Erin Rozman expressed her gratitude for the informative cover brief that was included in the package.

b) Statement of Financial Information (SOFI): Annual Review

Haroon introduced this item. There was no discussion.

It was moved, seconded and resolved with abstentions:

2025/0903 *THAT the Douglas College Board approve the Statement of Financial Information for the year ended March 31, 2025*

c) Quarterly Update to Annual Forecast: Q2 2025/2026

Kayoko Takeuchi advised that the quarterly update was prepared in August before enrolment numbers were confirmed. She added that they were predicting a slightly lower surplus than what was included in the budget. Kayoko noted that given the Board's surplus policy and current circumstances, that a 1.5% surplus is a reasonable target at this point. There were no questions.

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

Baljinder Narang referred to the report as included in the package. Additionally, she expressed her gratitude for Erin Rozman joining the Committee.

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

Dan Rothwell was not present at the meeting. In his absence, Chris Gardner updated the Board of CPC's September meeting.

5.5 Education Council**a) Education Council Chair's Reports:**

Sally Mennill highlighted portions of Education Council's recent meeting. Notably, that an Ad Hoc Committee was being established to review their bylaws.

b) Board Liaison's Report

Vijayta Thakur attended her first Education Council meeting, and had nothing additional to report at this time.

5.6 Honorary Fellow Committee**a) Board Liaison's Report and Call for Nominations**

Erin Rozman advised that she had nothing to add during the Open session.

4 NEXT MEETING AND ADJOURNMENT

There being no further business the meeting was adjourned at 5:24 p.m.