

Open Meeting File 2026-01-29 for approval March 26, 2026

IN ATTENDANCE

Board Members

Kathy Denton, President (ex-officio)
Bereket Kebede, GC Chair; Board Chair
Chetan Kaur
Natasha Knox, Vice Chair
Manjit Mandher
Marilyn Marchment
Sally Mennill, Education Council Chair (ex-officio)
Baljinder Narang, HRC Chair
Haroon Raza, Vice Chair; AFIC Chair
Jin Taek Shim
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
Doug Nelson, Director, Finance
Leonel Roldan-Flores, AVP International Education
Devon Smith, EA President and College Board (Recorder)
Kayoko Takeuchi, VP Administrative Services and CFO
Dave Taylor, VP External Relations and Advancement

Observers

Jasmine Nicholsfigueiredo, DCFA

REGRETS

Board Members: Erin Rozman

Management: N/A

Observers: Ryan Cousineau, BCGEU; Andrew Dalton, DSU; Emerson Lakowski, DSU;

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Bereket Kebede called the meeting to order at 5:01 p.m.

Vijayta Thakur acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the ḡíćəy̓ (Katzie), q̓'wə:ḡł'əḡ (Kwantlen), kwikwəłəm (Kwikwetlem), x̓wməθk̓wəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəwəθən (Tsawwassen) and səilwətał (Tsleil-Waututh) Peoples.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2026/0101 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

- 2.1 Minutes of the November 27, 2025 Open Session Board Meeting
- 2.2 Resolutions Approved by the Board at the November 27, 2025 Closed Session
- 2.3 Correspondence, Reports and Invitations Extended to the Board

3. PRESIDENT and CEO'S REPORT

3.1 President's Report

Kathy Denton spoke to her report as included in the package and highlighted the progress being made on the new building. Additionally, Kathy advised that the search for the new Vice President Academic had concluded, and that Manuela Costantino was the successful candidate. Kathy then acknowledged that this would be the last meeting that Thor Borgford would attend, and expressed her appreciation of his contributions.

Kathy informed the Board that she and Kayoko Takeuchi had met with Don Avison. They had presented how Douglas manages its finance. Finally, Kathy provided an update on PALS, and noted that the College had received a sufficient amount. There were no questions.

4. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

4.1 Governance Committee (GC)

a) Committee Report

Bereket Kebede referenced portions of his report, including the upcoming graduation ceremonies, and a recommendation to appoint Haroon Raza as chair of the Campus Planning Committee.

b) Workshops for 2026

Bereket reminded the Board that CABRO distributes training invitations via email. He recommended that members register and attend the courses when they receive the invite. Additionally, Bereket is working on securing a facilitator to attend an upcoming Board meeting to provide a workshop that aligns with the Board's goals.

c) Graduation Ceremonies: February 17-20

Bereket reminded the Board of upcoming graduation ceremonies as listed in the package.

d) Board Composition: Campus Planning Committee

Bereket advised that due to a recent resignation, Haroon Raza was being put forward to be appointed as the Chair of the Campus Planning Committee. There were no comments.

It was moved, seconded and unanimously resolved:

2026/0102 *THAT the Douglas College Board approve that Haroon Raza be appointed as Chair of the Campus Planning Committee (CPC)*

4.2 Audit and Finance Committee (AFIC)

a) Committee Report

Haroon Raza highlighted portions of the package, and invited questions. None arose.

b) Quarterly Update to Annual Forecast: Q3 Fiscal 2025-2026

Kayoko Takeuchi introduced the third quarter forecast. She advised that it was prepared in late October and November with the information that was available at the time, before winter enrolment information was available. Kayoko noted that the report is signed by the Chair of AFIC, and then submitted. She added that the forecast shows a surplus, and that has not changed, but advised that it may change in the future due to winter enrolments.

c) College Board By-Law B.GO07.05 Tuition and Fees For Instruction

Doug Nelson introduced this item, and advised that this year there is a 2% increase to domestic tuition, and 3% tuition increase for international. He added that this item will return to the March Board meeting for approval.

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

Baljinder Narang presented the report as published in the materials.

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

Haroon Raza presented his report, highlighting that 808 Royal project is currently on its 8th floor, and is on schedule for completion.

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

Sally Mennill advised that there were two meetings included in her report. She advised that they had been busy with curriculum and program revisions. Additionally, she expressed her excitement for the new credential Bachelor of Science in Computing Science, and how it was one of the new interdisciplinary programs coming to the College.

It was moved, seconded and unanimously resolved:

2026/0103 *THAT the Douglas College Board establish the credential Bachelor of Science in Computing Science effective September 2026*

It was moved, seconded and unanimously resolved:

2026/0104 *THAT the Douglas College Board establish the credential Post-Baccalaureate Diploma in Information Technology Project Management effective January 2027*

b) Pause to Admission: Certificate in Teaching English as a Second Language

Sally Mennill invited Thor Borgford to speak to this item. Thor advised that this item coming to the Board is part of the process to pause intake. There are currently two intakes a year, but it has been difficult to fill the seats. This recommendation is to pause the summer intake, and hopefully fill the next subsequent one. With this, Thor advised that we are seeking the Board's approval since it is in the Board's authority to approve the pause.

Sally added that this item had been discussed at Education Council, and that they had also checked in with instructors in the program. All agree to pausing admission.

c) Pause to Admission (Summer 2026 Intake) into the Teaching English as a Second Language Certificate Program

Thor Borgford noted that he had already discussed this material in the item above, but noted that there was a formal resolution being put forward.

It was moved, seconded and unanimously resolved:

2026/0105 *THAT the Douglas College Board approve a pause to new student admissions into the Teaching English as a Second Language (TESL) Certificate program for the Summer 2026 intake*

d) Board Liaison's Report

Vijayta Thakur advised that her main takeaway was the curriculum revisions. She added that the current students in TESL will not be affected by the pause.

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

Erin Rozman was absent from the meeting, in her absence Dave Taylor noted that there was nothing to report.

4 NEXT MEETING AND ADJOURNMENT

There being no further business the meeting was adjourned at 5:25 p.m.