DOUGLASCOLLEGE

Douglas College Board Meeting Minute

March 26, 2026 OPEN SESSION MEETING

5:00 pm., S4920 New Westminster Campus

Open Meeting File 2026-03-26 for approval May 21, 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
Erin Rozman
Jin Taek Shim
Vijayta Thakur
Stefanie van Hooijdonk

Administration

Sherry Chin-Shue, VP Human Resources
Manuela Costantino, VP Academic and Provost
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

Vasu Bansal, DSU
Andrew Dalton, DSU
Winston Ebiyomare, DSU
Jennifer Kirkey, DCFA

REGRETS

Board Members:
Management: N/A
Observers: Ryan Cousineau, BCGEU; Emerson Lakowski, DSU

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1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Bereket Kebede called the meeting to order at 5:35 p.m.

Natasha Knox acknowledged that our campuses are located on the unceded traditional and ancestral lands of the Coast Salish Peoples, including the territories of the q̓íc̓əy̓ (Katzie), q'ʷa:n̓ƛ'ən̓ (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), qiqéyt (Qayqayt), Skwxwú7mesh (Squamish), scəw̓aθən (Tsawwassen) and səlilwətaɬ (Tsleil-Waututh) Peoples.

2. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved, seconded and unanimously resolved:

2026/0301 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

2.1 Minutes of the January 29, 2026 Open Session Board Meeting
2.2 Resolutions Approved by the Board at the January 29, 2026 Closed Session
2.3 Correspondence, Reports and Invitations Extended to the Board

3. WELCOME/INTRODUCTION OF NEW BOARD ATTENDEES

3.1 Manuela Costantino

Members welcomed Manuela Costantino to the meeting, and introduced themselves in a roundtable discussion.

4. PRESIDENT and CEO'S REPORT

4.1 President's Report

Kathy Denton spoke to her report as included in the package. She advised that a celebratory event will be taking place in the late summer once the new build has reached its final floor. She highlighted that Douglas College had once again been recognized as one of BC's Top Employers.

5. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

5.1 Governance Committee (GC)

a) Committee Report

Bereket Kebede referred to the published report, and highlighted that the Board Evaluation process is underway. There were no questions.

b) Authorization to Exceed Budgeted Expenses

Bereket Kebede advised that this is an annual authorization for the President for unexpected expenditures. He noted that last year the authorization was for $500,000, and this year it has been decreased to $400,000.

It was moved, seconded and resolved with one abstention:

2026/0302 *THAT the Douglas College Board approve that the President and CEO is authorized for additional expenditures up to a total of $400,000 for initiatives that are aligned with the Strategic Plan and do not create a deficit*

c) Draft Board Meeting Schedule for 2026-2027

Devon Smith spoke to the schedule as published. No changes were recommended.

5.2 Audit and Finance Committee (AFIC)

a) Committee Report

Haroon Raza reviewed the report included in the materials. There were no questions.

b) Interim Enrolment Statements: Winter 2026 Credit and Fall 2025 Non-Credit

Doug Nelson presented the interim enrolment statements. He confirmed that there was a decrease of international enrolment, however domestic enrolment has increased, and that the College is hitting the Ministry's target.

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

Haroon Raza presented the item. No additional conversation took place.

It was moved, seconded and resolved with one abstention:

2026/0303 *THAT the Douglas College Board approve the proposed revisions to Douglas College Board By-Law B.GO07.05, Tuition and Fees for Instruction as presented March 26, 2026*

d) Notice of Intent: College Board By-Law B.GO07.05 *Tuition and Fees For Instruction:* Proposed Revisions to Medical Office Administration Program

Haroon Raza introduced the item, and invited questions. There were none.

e) 2026/2027 College Budget Consultations, Management's Response to Solicited Feedback

Kathy Denton advised that this item arises as a part of the annual budget process. The College invites feedback from DSU, DCFA, GEU and EdCo. This year, DSU and DCFA both submitted responses. Kathy expressed her appreciation of the student feedback in the DSU's response. She added that the DCFA's response contained similar points that were made at the employee forum. Kathy invited questions, but none arose.

f) Douglas College Annual Operating Surplus Policy B07

Kayoko Takeuchi introduced this item. She advised that with the impact of the federal immigration policy, there must be budget adjustments made on an ongoing basis. Given what is currently understood about the next fiscal year, it is believed that a surplus of 1.5% is attainable. The College is requesting the Board's support for the related resolution.

It was moved, seconded and unanimously resolved:

2026/0304 *THAT the Douglas College Board approve a one-time waiver of the 2.5% annual surplus of the budgeted operating revenue, as outlined in the Douglas College Annual Operating Surplus Policy B01, to 1.5% of budgeted revenues for the 2026-2027 fiscal year*

g) 2026/2027 Douglas College Consolidated Budget

Kayoko Takeuchi provided a comprehensive presentation of the consolidated budget, adding that over the last few months, the budget had been reviewed by SMT, and had been presented at budget forums. Board members discussed enrolments, with a specific focus on the current international enrolment challenges.

It was moved, seconded and unanimously resolved:

2026/0305 *THAT the Douglas College Board approve the 2026/27 Consolidated Budget as presented March 26, 2026, subject to receipt of written confirmation of Ministry funding ("the budget letter") as projected within management's proposed budget*

5.3 Human Resources Committee (HRC)

a) Committee Report

Baljinder Narang referred to portions of her report, inviting questions. None arose

5.4 Campus Planning Committee (CPC)

a) Committee Report

Haroon Raza referred to his report as included in the package, highlighting different items including that an event will be taking place in the near future to recognize the topping off of the new building.

b) Capital Projects Update – Photographs

Chris Gardner shared updated photos of the Coquitlam campus envelope renewal, as well as photos of the new academic and student housing building.

5.5 Education Council

a) Education Council Chair's Reports:

Sally Mennill advised that Education Council had held meetings in February and March. She noted that there would be elections coming up for the next round of Education Council.

b) Pause to Admission (Fall 2026 Intake) Post-Degree Diploma in Professional Communications

Sally Mennill advised that this item had been reviewed at Education Council, and that there were no questions or advice.

c) Pause to Admission (Fall 2026 Intake) into the Post-Degree Diploma in Professional Communications Program

Manuela Costantino provided additional context to this item, noting that the program has low enrolment. The suggestion is to pause enrolment. She advised that there will not be an impact on faculty as a result of the recommended pause.

It was moved, seconded and resolved with one abstention:

2026/0306 *THAT the Douglas College Board approve a pause to new student admissions into the Post-Degree Diploma in Professional Communications program for the Fall 2026 intake*

d) Board Liaison's Report

Vijayta Thakur expressed her appreciation for the updates that were taking place via EdCo.

5.6 Honorary Fellow Committee

a) Board Liaison's Report and Call for Nominations

Dave Taylor advised that the Committee met on March 12th, and reviewed their Terms of Reference as well as previous award recipients. He added that the Committee will be meeting in the Spring for further review and discussion.

6. NEXT MEETING AND ADJOURNMENT

There being no further business the meeting was adjourned at 7:01 p.m.