DOUGLASCOLLEGE

Douglas College Board Meeting Minute

May 21, 2026 OPEN SESSION MEETING

5:00 pm., S4920 New Westminster Campus

Open Meeting File 2026-05-21 for approval June 25, 2026

IN ATTENDANCE

Board Members
Kathy Denton, President (ex-officio)
Bereket Kebede, GC Chair; Board Chair
Chetan Kaur
Natasha Knox, Vice Chair
Manjit Mandher
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
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

Andrew Dalton, DSU
Jennifer Kirkey, DCFA

REGRETS

Board Members: Marilyn Marchment
Management: Patty Hambler, AVP Student Affairs
Observers: Ryan Cousineau, BCGEU; Mariana Peña, DSU

1. CALL TO ORDER AND CHAIR'S REMARKS

There being a quorum present, Chair Bereket Kebede called the meeting to order at 5:00 p.m.

Chetan Kaur 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:

2026/0501 *THAT the Douglas College Board approve the agenda and approve/acknowledge the following items on the consent agenda:*

2.1 Minutes of the March 26, 2026 Open Session Board Meeting
2.2 Resolutions Approved by the Board at the March 26, 2026 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 referred to her report as published in the meeting materials. She highlighted that Student Leadership awards had recently taken place, and she congratulated Vijayta Thakur for winning two awards. Kathy recognized the work of Dave Taylor and the whole College for their support in recent web upgrades.

Kathy advised that the College had received a one-time only funding from the Ministry to support pathways into the Bachelor of Nursing Program. Lastly, Kathy advised that the College received funding for two of the projects that were submitted in last year's Five-Year Capital Plan.

4. CHAIR, COMMITTEE & LIAISON REPORTS, RECOMMENDATIONS

4.1 Governance Committee (GC)

a) Committee Report

Bereket Kebede referred to his report as included in the package, highlighting the thorough and thoughtful information that was included in the Executive Team's succession planning. There were no questions.

b) Succession Planning: Elections to College Board

Bereket Kebede acknowledged that there had been two newly elected student board members who will be joining in September.

c) Committee TOR: Proposed Revisions

Bereket Kebede advised that this item encompassed updates to all of the Committees' Terms of Reference. All Terms of Reference had been reviewed by GC, and are now being recommended to the Board for their approval.

It was moved, seconded and resolved with one abstention:

2026/0502 *THAT the Douglas College Board approve the revised Terms of Reference (TOR) for the Governance Committee, the Audit, Finance and Investment Committee, Human Resources Committee, and the Campus Planning Committee, as presented*

d) Disclosure Report: 2025-2026 College Board Remuneration & Meeting Attendance

Devon Smith advised that the disclosure report had been circulated to Board members with the opportunity to provide feedback. Following the Board meeting, the report will be provided to PSEC, and posted to the College's website.

e) Board Meeting Schedule for 2026-2027

Devon Smith advised that the draft Board Meeting Schedule had been presented at the March meeting and that the final version before the Board was unchanged.

4.2 Audit and Finance Committee (AFIC)

a) Committee Report

Haroon Raza highlighted portions of his report including the Investment Policy, Budget and Operating Grant. He invited questions, and none arose.

b) Interim Budget Letter: Ministry of PSFS: 2026/27 Douglas College

Kayoko Takeuchi advised that the Interim Budget Letter confirmed the operating grant. She advised that the timing of the interim budget letter is important to all institutions, and that the College can now proceed with executing budgets. Kayoko added that College is still at 105% of target, which is the same as the assumption in the 2026/2027 budget.

c) Douglas College Investment Review as of March 31, 2026

Doug Nelson referred to the investment material included in the package. He highlighted that there had been a good return of 1% of earnings compared to the benchmark's return of 0.5%.

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

Kayoko Takeuchi noted that this item had been approved by the government earlier this year. The materials provided highlight the figures that have changed, and the item is now before the Board for formal approval.

It was moved, seconded and resolved with one abstention:

2026/0503 *THAT the Douglas College Board approve the proposed revisions to Douglas College Board By-Law B.GO07.05, Tuition and Fees, Medical Office Administration Program for instruction as presented May 21, 2026*

4.3 Human Resources Committee (HRC)
a) Committee Report

Baljinder Narang referred to her report as included in the meeting materials. She highlighted several portions of the report, and invited questions. There were none.

4.4 Campus Planning Committee (CPC)
a) Committee Report

Haroon Raza highlighted several portions of his report, and invited questions. Vijayta Thakur inquired if there are any future plans to expand student housing beyond the current 808 project. Chris Gardner responded that the College will be working on its Campus Plan further in the year, and that will be one of the aspects that they consider. Their first priority is completing the 808 project.

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

Sally Mennill highlighted various items that Education Council has been recently working on, including a review of their bylaws. She expressed her appreciation to the Committee who had worked on the bylaw update.

Sally advised that the Bachelor of Arts in Music Technology builds on an existing diploma, with most courses already in place. This degree is designed to have graduates move into creative industries like live events, audio recording, touring, video games and various other elements. Natasha Knox inquired what market signals the College is seeing in terms of student interest and with the demand direction in the age of AI. Manuela Costantino responded that this degree focuses on live audio stream, and noted that BC and the lower mainland have a large demand with many live events including sporting, conferences, performances, etc. Manuela noted that there is no AI that is capable of doing this work and hooking up sound systems.

It was moved, seconded and unanimously resolved:

2026/0504 *THAT the Douglas College Board establish the credential Bachelor of Arts in Music Technology effective January 2027*

Sally referenced the materials relating to the Bachelor of Arts in Sustainability and Social Innovation. She advised that it is an interdisciplinary credential, and that it was a cross College effort to create. She invited questions. Natasha Knox inquired if this was the first collaboration of faculties to establish a program. Sally advised that faculties collaborate all the time, but confirmed that this was the first of its size.

It was moved, seconded and resolved with one abstention:

2026/0505 *THAT the Douglas College Board establish the credential Bachelor of Arts in Sustainability and Social Innovation; Minor in Sustainability and Social Innovation effective September 2027*

b) Board Liaison's Report

Vijayta Thakur had nothing additional to report.

4.6 Honorary Fellow Committee

a) Board Liaison's Report and Call for Nominations

Erin Rozman advised that the Honorary Fellow Committee had met on May 8th to review the long list of potential candidates. After a thorough discussion, the Committee chose several candidates to shortlist for this year and other potential candidates for years to come. The Committee will meet again in June.

5. NEXT MEETING AND ADJOURNMENT

There being no further business the meeting was adjourned at 5:33 p.m.