

1. **CALL TO ORDER:** The meeting was called to order at 6:05 p.m.
Present: A. Taylor (Chair), B. Clarke, C. Gibson, M. Hemmingsen, Y. Irani, B. Kendall, A. Kitching, D. Miles, M. Russell, M. Stainsby, A. Yang
Ex-officio: S. Meshwork, S. Witter
Administration: B. Barber, M. Exmann, B. Jensen, J. Lindsay, K. Maynes, M. Murray, C. Worsley,
Other: S. Briggs (DCFA), M. Steinbach (DSU)
Guests: J. Carrie*, W. Case, R. Coulson*, K. Denton*, D. Duke*, T. James*, G. Lenahan, A. MacGrotty, S. Vanderburgh*
Regrets: N. Steinman
* attended portion of the meeting
2. **APPROVAL OF AGENDA:** The agenda was approved as distributed.
3. **WELCOME TO NEW BOARD MEMBERS:**
 - 3.1 Oath of Office: Andrew Taylor welcomed new Board members, Bruce Clarke, representing support staff; Meg Stainsby, representing faculty; and Yasmin Irani, representing students. The Oath of Office was administered.
4. **INTRODUCTION OF DEANS:** Jan Lindsay gave background on the role of a Dean at the College explaining the complexity, t

The MOU (Memorandum of Understanding) with the University of Calgary is under review and the intention is to build on that relationship. The Child and Youth Care program was well established (one of the first in North America, and very well respected). The University College of the Fraser Valley were willing to be our partner for the degree. It was a true mentorship and partnership with the result that Douglas College is now offering its own degree (September 2007) with 35 students enrolled.

The Bachelor of Arts (Psychology) program is offered entirely at Douglas College by Douglas College faculty with students receiving a B.A. from UCFV after four years, as part of the partnership program.

The Bachelor of Arts (Criminal Justice) program has students taking the first three years of the program at Douglas College before completing the degree at UCFV.

Common challenges were reviewed, including who receives the FTE and who pays for the instruction and services; and whose admissions, registration, prerequisites and course transfers are used. Providing student services and providing services to offsite faculty is a challenge. Communication between institutions could be a challenge, but has been incredible.

The benefits of all models of collaborative degrees were highlighted including the retention of existing students; recruitment of potential students; faculty witnessing students attaining their goals; faculty recruitment/retention and professional development for existing faculty; the pleasure of teaching upper levels courses; and the fact that upper level courses support other degree programtb9) Td(ete4 06 2ul.bE 12 0

There was a request for more information on the tuition-free adult basic education courses, particularly on how the College will receive funding from the Ministry for our loss in revenue. It was reported that the College does not yet know if we will receive some or all of the funding. Karen Maynes indicated that this topic is on the agenda for a provincial meeting she attends in a week. The Ministry have been asked to let institutions know if they are funding the full amount we are losing. Another question related to whether people on welfare could become students. In the past if you were on Social Assistance you could not go to College. Since these two items are tied together a response on this would also be appreciated as well as monitoring the situation generally.

Mary Hemmingsen indicated that the Finance Committee did have the opportunity to hear about the status of the David Lam Campus expansion and move.

With respect to B.C. Hydro's Fall 2007 Power Smart Innovation Challenge, Mary Hemmingsen offered to help position Douglas College to access the B.C. Hydro programs recently revamped. What access the College can get will augment programs for the College.

In response to a question on the updating of the Academic Plan and having an understanding of the framework and key areas, what is seen in terms of Campus 2020 and how the Board can help in that regard, it was indicated that a presentation is planned on this topic later in the year. Security and access issues is another topic which will be part of a presentation early in the new year.

~~.2 Recommendation is Priority Goals for Student Welfare as Proposed by Douglas College; Susan Witter reported that no further cha~~

It was moved:

THAT the College Board approve the Financial Information Pursuant to the Financial Information Act for the year ended March 31, 2007 as amended.

M. Russell/Carried

.2 Financial/FTE Reporting: Karen Maynes indicated that this is the first report prepared under the new format. This reporting will now be provided on a semester basis (June for the Summer Semester, October for the Fall Semester and February for the Winter Semester) rather than on a monthly basis as previously done. The changes have been made at the request of the Finance Committee in order to provide a clearer, easier to read, more informative report that highlights key items. The report will be in the form of a memo with two summary schedules attached. The report will evolve this year. The Finance Committee is open to receiving comments from Board members if there are further thoughts on what would be more helpful.

.3 Preliminary Fall Enrolment Update: Karen Maynes indicated that the final report for the Fall Semester will be included in the next Board package as the College does not complete the final numbers until the end of September.

Karen Maynes presented a preliminary report which was not broken down program by program. The numbers are for the credit programs only since Continuing Education programs continue to register over the whole semester. A review of the figures indicated that there will be a shortfall for Fall 2007 of approximately 130 FTE to which was added the shortfall for Summer 2007 of 25 FTE, resulting in a shortfall to date on credit programs of 155 FTE.

It is known that there is some growth in Continuing Education/Training Group and the expectation is that the College will come in with a performance around 85% at year end, depending on what growth these areas report. New programs are doing well. The decline is still in open enrolment University Transfer.

Translating the numbers into dollars, the Tuition Report – Credit Programs indicated that after taking away the budget allowance from the projected shortfall of tuition, there remains a projected shortfall of approximately \$275,000 - more than was budgeted for. An increase in international student numbers above what was forecast will be used to offset the shortfall.

There was considerable discussion, clarification of the figures and questions.

.4 Planned Activities: The Committee will be re-examining its Terms of Reference and reviewing the Terms of Reference at other institutions for Finance/Audit Committees. Risk management, the budget and follow-up of DSU activities will also be included on its agenda. The purpose for the Board Budget surplus has been extended to include seminars and any type of Board upgrading given that the Board is going to be transitioning in a major way. Board

With the mention of Crisis Management earlier in the meeting, and the coverage the Dawson College incident received last year, she indicated she would appreciate knowing if there were lessons learned as preventive/pro-active measures to be taken. Susan Witter responded that this is an area of interest that has been talked about and a Board presentation will be made on security in the New Year.

Mary Hemmingson reported on some feedback she received at a recent reception she attended in Victoria with the Minister and Deputy Minister. They were commenting on the Campus 2020 report. The report was widely acknowledged to be university centred. It was felt that everyone would benefit if we would represent a community around common interests. Andrew had a similar perspective from the meetings he and Susan attended that now is the time to coordinate more and represent common themes to work across the system.

Andrew Taylor indicated he had the opportunity to meet with Iain Black, MLA, Port Moody-Westwood, to introduce himself as Board Chair. Since he lives in Mr. Black's riding it gives him an opportunity to discuss regional issues. Mr. Black is extremely supportive of Douglas College and the post-secondary system at large. He makes it abundantly clear that there will be no Evergreen line without a Douglas station. Andrew Taylor and Ann Kitching will continue their dialogue with Iain Black. He encouraged other Board members, as advocates, to get in touch with their MLAs.

13. **ISSUES ARISING FROM BOARD MEETING:** There were no issues arising from this Board meeting. Board members were asked to note that they had been asked for ideas in terms of Board presentations and what they would like to see in addition to the business part of the meeting. There were a few responses. After a discussion at Senior Management Team, the plan is to have a presentation on Disabled Student Services in November. There are no presentations in December and January because of the Seasonal Social and Budget presentation. The presentations will start up in February. Security is another presentation that will be scheduled. If there are any other thoughts please pass them on to the Board Secretary.
14. **DATE AND LOCATION OF NEXT MEETING:** There is no regular Board meeting in October. College Board members will be joining Vancouver Community College Board for a Board Retreat. The next Board meeting is scheduled for November 16, 2007 in the David Lam Campus Boardroom.
15. **ADJOURNMENT:** The meeting adjourned at 8:00 p.m.