



**Durham College of Applied Arts and Technology
Board of Governors Regular Meeting
Public Session Minutes**

Date: Wednesday, December 10, 2025

Time: 6:00 p.m.

Location: Oshawa Campus, DC Boardroom, A144

Members Present:

Lisa Allen, Board Chair
Brandon Bird
Melissa Bosomworth
Jim Brown
Alison Burgess
Jeff Dorman
Kelly Doyle (attended virtually)
John Ecker
Rhonda Jessup (attended virtually)
Ian Murray
Jerry Ouellette
Elaine Popp, President
Peter Pryce, Board Vice Chair
Kwende Thomas
Dwight Townsend
Nathan Wilson

Regrets:

Megan Bent

Staff Present:

Jean Choi, VP, Academic and Students
Rick Hutchinson, VP, Strategic Infrastructure and Campus Safety
Barbara MacCheyne, VP, Corporate Services and Chief Financial Officer
Thom MacDonald, AVP, Enrolment and International Education
Melissa Pringle, Manager, Board Governance and Privacy

1. Call to Order

The Chair declared the meeting properly constituted and with quorum present, the meeting was called to order at 6:00 p.m.

The Chair welcomed the following guests in attendance: Jennifer Cosway, Associate Vice President, Human Resources and Equity; Tony Doyle, Associate Vice President, Academic and Students; Ariel Sully, Associate Vice President, Office of Advancement and Alumni Relations; Kelly O'Brien, Associate Dean, Faculty of Hospitality and Horticulture Science; Dr. Sadie Goddard-Durant, Director, Office of Equity, Diversity and Inclusion (joined virtually) and student, Abigail Ansell.

2. Land Acknowledgement

Governor Wilson offered the land acknowledgement.

3. Conflict of Interest Declarations

The Chair asked if there were any conflicts of interest to declare. None noted.

4. Presentations

- 4.1 Colleges and Institutes Canada (CICan) Gold Recipient of the Leadership Excellence Award for Students, Abigail Ansell, to share her Durham College journey and the impact of getting involved in college life

The Board received a presentation from Abigail Ansell, Durham College student, and winner of the CICan Gold Recipient for Leadership Excellence Award for Students who shared her college journey and the impact of getting involved in college life.

The Board questioned Abigail Ansell.

- 4.2 Equipped Campaign: Supporting Future-Focused Growth at Durham College

The Board received a presentation from the Associate Vice President, Office of Advancement and Alumni Relations about the new Equipped Campaign that aims to raise money for emerging tools, technology and equipment needed to ensure students are prepared for the workforce. The campaign will focus on three areas: Health, Wellness and Community Services; Skilled Trades and Sustainability; Creative Expression and Emerging Technologies and will formally launch in Spring 2026.

The Board questioned the Associate Vice President, Office of Advancement and Alumni Relations regarding donor stewardship, the campaign's fundraising goal, and how they could get involved.

5. Consent Agenda

Moved by Governor Wilson

Seconded by Governor Bird

"That all items listed under the heading of consent agenda be adopted as recommended." CARRIED

5.1 Approval of the Public Session Agenda – December 10, 2025

That the public agenda for the December 10, 2025 meeting of the Board of Governors be approved as presented.

5.2 Approval of Public Minutes from the Board of Governors Meeting of October 8, 2025

That the public minutes from the October 8, 2025 meeting of the Board of Governors be approved as presented.

5.3 Report of the Governance Review Committee – November 3, 2025

That the November 3, 2025 report of the Governance Review Committee be received for information and the following resolutions be approved:

1. That the proposed edits to Board policy: Student, Employee, Client and Visitor Treatment be approved as amended; and,
2. That the proposed edits to Board policy: Code of Conduct be approved as amended.

6. Report of the Board Chair

The Chair reported on the following items:

- That the Durham Lords Women's Rugby team recently won their fourth consecutive Ontario Colleges Athletic Association title, a team that Student Governor Megan Bent played on.
- That the Region of Durham was recently named the 2025 Intelligent Community of the Year, a project stewarded by Governor Burgess. As part of this report, Governor Burgess shared some background on the project and award.

- That the Durham College Alumni Association will match gifts made to the annual Food Access Bursary before December 31, 2025 up to \$10K.

7. Co-Populous Governors' Report

There was no co-populous Governors' report.

8. Decision Items

8.1 Proposed Updates to the College's Sexual Violence and Response Policy

The Board received a report from the Director, Office of Equity, Diversity and Inclusion regarding proposed changes to the College's Sexual Violence and Response policy.

The Board questioned the Director, Office of Equity, Diversity and Inclusion regarding alignment with government requirements and whether the policy had been reviewed by legal.

Moved by Governor Pryce

Seconded by Governor Brown

"That based on BOG-2025-87, the proposed changes to the College's policy: Sexual Violence and Response be approved as presented." CARRIED

8.2 New Program of Instruction: Leadership Sustainable Development Local College Certificate

The Board received a report from the Vice President, Academic and Students and the Associate Dean, Faculty of Hospitality and Horticulture Science presenting a new program of instruction for approval, Leadership Sustainable Development Local Certificate Program. As part of the report, the presenters highlighted the collaborative support for the program with the Rideau Hall Foundation through the Canadian Queen Elizabeth II Diamond Jubilee Scholarships and the Barrett Family Foundation.

The Board questioned the presenters regarding what will happen in the funding ends, the projected enrolment numbers, and if there were additional opportunities to engage with the Rideau Hall Foundation.

Moved by Governor Ouellette

Seconded by Governor Ecker

"That based on Report BOG-2025-101, the Leadership for Sustainable Development Local College Certificate program be approved." CARRIED

8.3 Major Program Change – Program Title Change for the Library Technician Ontario College Diploma

The Board received a report from the Vice President, Academic and Students requesting a program title change for the Library Technician Ontario College Diploma program offered through the Centre of Professional and Part Time Learning to standardize the nomenclature and align with the Ministry code. The Vice President, Academic and Students further reported that since moving the part-time program to the Ontario College Application Service, applications have jumped significantly.

The Board questioned the Vice President, Academic and Students regarding the rationale for the increased applications and if there would be any impact to the qualifications of faculty teaching in the program.

Moved by Governor Wilson

Seconded by Governor Dornan

“That based on BOG-2025-88, the program title for the Library Technician Ontario College Diploma program offered through the Centre for Professional and Part-Time Learning be changed to the Library and Information Technician Ontario College Diploma program.” CARRIED

8.4 Permanent Program Suspensions

The Board received a report from the Vice President, Academic and Students recommending the permanent suspension of five programs that have been on the Ministry’s list of dormant programs for at least five years.

The Board questioned the Vice President, Academic and Students regarding the reasons for the program suspensions. In response, the Vice President, Academic and Students explained the primary driver for the program suspensions was low enrolment and student interest.

Moved by Governor Thomas

Seconded by Governor Townsend

“That based on BOG-2025-89, the following programs be permanently suspended effective Fall 2025:

- Accounting and Payroll, Ontario College Diploma (MTCU 50104, APS DURH1231), Faculty of Business and IT
- Golf Facility Operations Management, Ontario College Diploma (MTCU 52220, APS DURH1211), Faculty of Business and IT

- Insurance, Ontario College Diploma (MTCU 52803, APS DURH1233), Faculty of Business and IT Management
- Food and Beverage Management, Ontario College Diploma (MTCU 53201, APS DURH1058), Faculty of Hospitality and Horticultural Science
- Business Administration, Ontario College Advanced Diploma (MTCU 60200, APS DURH1003), Faculty of Business and IT.” CARRIED

9. Discussion Items

9.1 Update on the College’s Social Commitments

The Board received a report from the Vice President, Academic and Students and the Associate Vice President, Enrolment and International Education providing an update on the College’s work towards achieving the commitments in the Indigenous Education Protocol, Dimensions Charter, and Sustainable Development Goals.

The Board questioned the Vice President, Academic and Students and the Associate Vice President, Enrolment and International Education regarding public disclosure requirements, whether it has audited the metrics against results, and how the College determines whether progress has been made in achieving the goals.

10. Information Items

The following items were presented for information only:

10.1 President’s Update – December 2025

The Board questioned the President regarding any feedback received from the Employee Town Hall and “Popp-Up” events.

10.2 Proposed Changes to the Durham College Foundation

10.3 Update on Mental Health Action Plan

10.4 Harassment and Discrimination Prevention and Response Policy Annual Report

10.5 Office of Research Services, Innovation and Entrepreneurship Annual Report for 2024-2025

11. Upcoming Events

The Chair drew attention to the following events:

- Learn More Series: Understanding how OntarioLearn and Apprenticeship Works – December 15, 2025 at 5:00 p.m. – MS Teams
- Upcoming Good Governance and Risk Management sessions being offered through the College Centre of Board Excellence.
- Holiday Closure – December 24 to January 2

12. Move to In-Camera Session

By-law No. 1 provides for the Board to move in-camera to discuss items confidential to the College.

Moved by Governor Townsend

Seconded by Governor Burgess

“That the Durham College Board of Governors move in-camera after a 10-minute recess.” CARRIED

The Board recessed at 7:44 p.m. and reconvened in-camera at 7:57 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees and the 2026-2027 budget.

13. Adjournment

With no further business, the meeting ended at 9:17 p.m.



Lisa Allen
Board Chair



Melissa Pringle
Board Secretary