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

Date: Wednesday, April 8, 2026
Location: Oshawa Campus, DC Boardroom, A144

Members Present:
Lisa Allen, Board Chair
Megan Bent
Brandon Bird
Melissa Bosomworth
Jim Brown
Jeff Dornan
Kelly Doyle
John Ecker
Rhonda Jessup
Ian Murray
Jerry Ouellette
Elaine Popp, President
Peter Pryce, Board Vice Chair
Kwende Thomas (attended virtually)
Nathan Wilson

Regrets:
Alison Burgess
Dwight Townsend

Staff Present:
Jean Choi, VP, Academic and Students
Rick Hutchinson, VP, Strategic Infrastructure and Campus Safety
Anthony Longo, ED, Strategic Reporting and Government Relations
Barbara MacCheyne, VP, Corporate Services and Chief Financial Officer
Thom MacDonald, AVP, Enrolment and International Education
Melissa Pringle, Manager, Board Governance and Privacy and Assistant to the President

1. Call to Order

With quorum present, the Chair called the meeting to order at 6:00 p.m.

The Chair introduced guests in attendance: Charles Wilson, Operations Manager, Durham College Student Association and Tara Koski, Dean, Students.

2. Land Acknowledgement

Governor Bosomworth 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 Durham College Student Association: Programs and Services Updates

The Vice President, Academic and Students, introduced speakers M. Bent and C. Wilson from the Durham College Student Association.

The Board received a presentation from the Durham College Student Association providing an update on its programs and services.

The Board questioned the presenters.

5. Consent Agenda

Moved by Governor Wilson
Seconded by Governor Bosomworth
“That all items listed under the heading of consent agenda be adopted as recommended.” CARRIED

5.1 Approval of the Public Session Agenda – April 8, 2026

That the public agenda for the April 8, 2026, meeting of the Board of Governors be approved as presented.

5.2 Approval of Public Minutes from the Board of Governors Meeting of February 11, 2026

That the public minutes from the February 11, 2026, meeting of the Board of Governors be approved as presented.

5.3 Approval of Public Minutes from the Board of Governors Special Meeting of March 6, 2026

That the public minutes from the March 6, 2026, special meeting of the Board of Governors be approved as presented.

5.4 Ratification of Results – Student Governor Election

That the Durham College Board of Governors ratify the results of the Student Governor Election and Abigail Ansell be confirmed as the Student Governor for the 2026-2027 Board year.

6. Report of the Board Chair

The Chair provided the following report:

- The Chair announced that the Board Evaluation and Committee Preference survey would launch on April 9 and be open until April 17 and encouraged full participation from all Governors.

7. Co-Populous Governors' Report

There was no co-populous governors' report.

8. Decision Items

8.1 Public Report of the Audit and Finance Committee (Capital Budget)

The Board received a report from the Vice President, Corporate Services and Chief Financial Officer presenting a capital budget of $10.3M for fiscal 2026-2027 for approval. Further, the Vice President, Corporate Services and Chief Financial Officer reviewed the highlights of key capital projects and the sources of funding, which are primarily government funding, donations, and funds from restricted reserves.

The Chair of the Audit and Finance Committee offered comments in support of the capital budget.

The Board questioned the Vice President, Corporate Services and Chief Financial Officer regarding the backlog of deferred maintenance projects.

Moved by Governor Pryce
Seconded by Governor Jessup
"That based on Report FIN-2026-07:

1. The 2026-2027 capital budget of $10,309,924 for capital expenditures be approved; and,

2. That the pre-budget request for $2,000,000 to advance capital projects in 2027-2028 be approved; and,

3. That this report be released publicly with the capital budget to be reviewed and approved by the Durham College Board of Governors during its public session on April 8, 2026; and,

4. That the approved 2026-2027 capital budget be submitted to the Ministry of Colleges, Universities, Research Excellence and Security by the deadline." CARRIED

8.2 Campus Master Plan Update

The Board received a report from the Vice President, Strategic Infrastructure and Campus Safety, on the refreshed Joint Campus Master Plan (CMP). Originally adopted in 2015 with a requirement for review every ten years, the CMP was refreshed in response to changes at the Oshawa campus, including enrolment growth beyond original projections that had since moderated. The refresh was undertaken collaboratively with Ontario Tech University and informed by a fact-based assessment of buildings, space utilization, transportation patterns, and infrastructure investments. The process confirmed that the campus had successfully absorbed growth while modestly diverging from the original framework, and it reaffirmed a shared commitment to a compact, walkable, and sustainable campus aligned with the College's strategic vision and integrated institutional planning tools. Public and stakeholder feedback, gathered through engagement activities and online consultation, was incorporated into the final plan.

The refreshed CMP reflected several key shifts, including the consolidation of the original guiding principles into four core commitments, a refined implementation strategy focusing initial investment around the Simcoe Street North and Conlin Road gateway to support transit-oriented development, increased flexibility in transportation planning, and the possibility of monetization opportunities on endowed land. The Vice President, Strategic Infrastructure and Campus Safety, emphasized that approval of the CMP did not authorize new buildings, capital projects, or spending commitments, and that all future development would continue to follow existing governance and Board oversight processes. The CMP was positioned as a high-level, direction-setting framework to support coordinated, long-term planning with Ontario Tech University and to provide a consistent reference point for future decision-making.

The Board questioned the Vice President, Strategic Infrastructure and Campus Safety.

Moved by Governor Bent
Seconded by Governor Brown
"That based on Report BOG-2026-22, the refreshed Campus Master Plan be approved." CARRIED

8.3 Report of the Governance Review Committee – March 9, 2026

The Board received a report from the Chair of the Governance Review Committee providing an overview of the proposed amendments to Board Policy: Committee Terms of Reference.

Moved by Governor Wilson
Seconded by Governor Thomas
"That the March 9, 2026, report of the Governance Review Committee be received for information and the following resolution be adopted:

That Board Policy: Committee Terms of Reference be approved as amended and come into effect on September 1, 2026." CARRIED

8.4 Major Program Change – Program Title Change to the Honours Bachelor of Behavioural Sciences Degree Program

The Board received a report from the Vice President, Academic and Students, presenting a program title change to the Honours Bachelor of Behavioural Sciences Degree program for approval.

The Board questioned the Vice President, Academic and Students.

Moved by Governor Bent
Seconded by Governor Bosomworth
"That based on Report BOG-2026-18, the program title of the Honours Bachelor of Behavioural Science four-year baccalaureate degree, offered through the Faculty of Social and Community Services, be changed to Honours Bachelor of Applied Psychology – Behaviour Analysis." CARRIED

8.5 Approval of Durham College Foundation General Operating By-law

The Board received a report from the President on proposed changes to the Durham College Foundation aimed at simplifying its governance. The President reviewed the history of the file, including the Board's June 2024 approval of the transfer of Foundation assets to the College, completed in March 2025, which resulted in the Foundation becoming dormant. Effective April 1, 2025, oversight of the endowments was assigned to the Board's Audit and Finance Committee, which will keep this oversight role. As part of maintaining the Foundation's legal status, it was identified that the existing governance processes for appointing directors were administratively complex and did not align with the Board's committee appointment cycles.

Following consultation with legal counsel, a simpler governance approach was recommended. This included updating the Foundation's General Operating By-law to make the College the sole member, allowing decisions to be made by written resolution, and authorizing the President to act on behalf of the College to complete the annual requirements necessary to maintain the Foundation's legal status.

The Board questioned the President.

Moved by Governor Pryce
Seconded by Governor Bird

"a) Section 12.1 of By-Law No. 1 of The Durham College Foundation (the "Foundation") provides that the board of the Foundation may, by resolution, make, amend or repeal any by-law that regulate the activities or affairs of the Foundation subject to approval of the Board of Governors of the College.

b) The directors of the Foundation wish to adopt the General Operating By-law (the "By-law"), in the form circulated to the Governors of the College, which shall repeal By-Law No. 1.

RESOLVED that the By-law is approved as the by-law of the Foundation relating to the transaction of the activities and affairs of the Foundation, repealing By-Law No. 1." CARRIED

8.6 Approval of Authorized Representative for the Durham College Foundation

Moved by Governor Bird
Seconded by Governor Murray

“a) Pursuant to Section 3.01(b) of the By-law of the Foundation, the College will become the sole member of the Foundation.

b) Pursuant to Section 3.01(d) of the By-law of the Foundation, the College shall authorize a representative to represent the College at meetings, and such individual may exercise all the powers of the College on its behalf, in its capacity as the sole member of the Foundation.

RESOLVED that:

1. The President of the College is authorized to represent the College at member meetings of the Foundation and to sign all written resolutions of the member on behalf of the College, in its capacity as the sole member of the Foundation, to conduct the following annual business of the Foundation, without the need for further approval of the Governors of the College, provided that a summary of all actions taken in this regard is reported to the Board of Governors on an annual basis:

    a) election of directors of the Foundation;

    b) consideration of the financial statements of the Foundation; and

    c) appointment or waiver of the appointment of the auditor of the Foundation;

2. All other decisions of the College, as the sole member of the Foundation, shall be made by the Governors of the College, including, without limitation:

    a) removal of directors of the Foundation before the conclusion of their term;

    b) amendments to the articles or by-laws of the Foundation;

    c) any sale, lease or exchange of all or substantially all of the property of the Foundation;

    d) an amalgamation involving the Foundation; and

    e) the dissolution of the Foundation.

3. Any Governor or officer of the College is hereby authorized and directed to do any and all acts and things and execute and deliver all documents as such Governor or officer considers necessary, desirable or useful to carry out and give effect to these resolutions.” CARRIED

9. Discussion Items

9.1 Final Update on the 2025-2026 Business Plan

The Board received a report from the Executive Director, Strategic Reporting and Government Relations, presenting the final update on the 2025-2026 Business Plan, which saw a 72.5% completion rate of the 102 enabling actions. The Executive Director, Strategic Reporting and Government Relations, provided a rationale for the comparatively lower completion rate and highlighted key successes from the plan.

The Board questioned the President and Executive Director, Strategic Reporting and Government Relations, regarding how teams were feeling about the strategic vision and the overall success of the plan and whether unfinished business plan items would be carried over to fiscal 2026-2027.

10. Information Items

The following items were presented for information only:

10.1 Durham College Alumni Association Update

10.2 Durham College Student Association’s 2024-2025 Audited Financial Statements

10.3 Board Portal Migration to SharePoint Online

10.4 President’s Update – April 2026

10.5 2026-2030 Academic Plan

11. Upcoming Events

The Chair drew attention to the following upcoming events:

- Board Evaluation and Committee Preference Survey – April 9 to 17, 2026
- Nominations Open for the Election of Chair and Vice Chair of the Board – April 20, 2026
- Lean Into Green Event – May 20, 2026, Oshawa Campus (official invitation forthcoming to register)

- Convocation Ceremonies – June 15 to 19, 2026 (official invitation forthcoming to register for the ceremonies you can attend)
- Governor Appreciation Event – June 25, 2026

12. Move to In-Camera Session

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

Moved by Governor Bird
Seconded by Governor Bent
"That the Durham College Board of Governors move in-camera after a 10-minute recess." CARRIED

The Board recessed at 7:18 p.m. and reconvened in-camera at 7:31 p.m.

The Board rose from the in-camera session at 8:28 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees and an honorific naming opportunity.

13. Adjournment

With no further business, the meeting adjourned at 8:28 p.m.

Lisa Allen

Lisa Allen
Board Chair

MPringle

Melissa Pringle
Board Secretary