Durham College Board of Governors Work Plan September 1, 2026 to August 31, 2027

Month	Description	Dept/VP Responsible for Coordinating Materials	Date
September	Launch of Academic Staff Governor Election	Office of the President	September 11, 2026
September	Board Orientation	Office of the President	September 15, 2026
September	Hail and Farewell	Office of the President	September 15, 2026
September	Committee Terms of Reference	Office of the President	First Meeting of Every Committee
September	Results of the President's Evaluation for the 2025-2026 Board Year	Office of the President	EXC - September 22, 2026 BOG - October 14, 2026
September	President's Written Reflection for 2025-2026 and Performance Goals for 2026-2027	Office of the President	EXC - September 22, 2026 BOG - October 14, 2026
September	Board Work Plan for 2026-2027	Office of the President	EXC - September 22, 2026 BOG - October 14, 2026
September	Annual Status Report under the Multi-Year Accessibility Plan (due by Sept 30)	Vice President, Academic and Students	EXC - September 22, 2026 BOG - October 14, 2026
September	Initial Review of Feedback from 2025-2026 Board Evaluation Survey	Office of the President	EXC - September 22, 2026
September	Acting President Candidates for the 2026-2027 Board Year	Office of the President	EXC - September 22, 2026
September	2026-2027 External Audit Plan + Annual Confirmation of Appointment of Auditor	Vice President, Corporate Services/CFO	A&F - September 28, 2026 BOG- October 14, 2026
September	2026-2027 Endowment Disbursements	Vice President, Corporate Services/CFO and Vice President, Academic and Students	A&F - September 28, 2026 BOG- October 14, 2026
September	Board Policy Review: Integrated Risk Management Framework	Vice President, Corporate Services/CFO	A&F - September 28, 2026 BOG- October 14, 2026
September	2026-2027 Budget and Cash Flow Update	Vice President, Corporate Services/CFO	A&F - September 28, 2026
September	Capital Projects Update	Vice President, Strategic Infrastructure and Campus Safety	A&F - September 28, 2026
September	Recruitment & Reappointment Needs for 2027-2028 (including Skills Matrix)	Office of the President	GOV + NOM - September 28, 2026
September	Discuss Use of Peer Evaluation for BOG Reappointment Process (to Inform Future Policy Edits)	Office of the President	GOV + NOM - September 28, 2026
September	Exit Interview Feedback from Outgoing Governors	Office of the President	GOV + NOM - September 28, 2026
September	Preliminary Planning for Board Retreat (February 2027)	Office of the President	GOV + NOM - September 28, 2026
September	Complete Annual Leadership Agreement and Ministry Conflict of Interest Declarations (due November 30)	Office of the President	To be circulated by email in late September/early October
October	Learn More: Understanding the College's Finances and Risk Management Framework	Vice President, Corporate Services/CFO	October 5, 2026
October	Walking Tour of Oshawa Campus	Office of the President	October 14, 2026 (before the BOG meeting)
October	Governance Fundamentals Training by Borden Ladner Gervais	Office of the President	BOG - October 14, 2026
October	2026-2027 Domestic and International Enrolment Update - Fall 2026	Associate Vice President, Enrolment and International Education	BOG - October 14, 2026
October	First Business Plan Update for 2026-2027	Office of the President	BOG - October 14, 2026
October	Government Relations Strategy	Office of the President	BOG - October 14, 2026
October	Program Advisory Committee Semi-Annual Report	Vice President, Academic and Students	BOG - October 14, 2026
October	Sexual Violence Action Plan Report	Vice President, Academic and Students	BOG - October 14, 2026
October	Updated Signing Authority Resolution Required by TD Bank	Vice President, Corporate Services/CFO	BOG - October 14, 2026
October	President's Update	Office of the President	BOG - October 14, 2026
November	Internal Controls Review	Vice President, Corporate Services/CFO	A&F - November 16, 2026
November	Schedule of Authority Policy/BOG Approval Thresholds	Vice President, Corporate Services/CFO	A&F - November 16, 2026
November	Receive Long-term Investment Portfolio (Endowments) Update	Vice President, Corporate Services/CFO	A&F - November 16, 2026
November	Review Endowment Investment Policy	Vice President, Corporate Services/CFO	A&F - November 16, 2026
November	2026-2027 Budget and Cash Flow Update	Vice President, Corporate Services/CFO	A&F - November 16, 2026
November	Finalize Recruitment Materials for Vacancies Effective September 1, 2027	Office of the President	GOV + NOM - November 16, 2026
November	Board Policy Review: Negotiating the President's Contract	Office of the President	GOV + NOM - November 16, 2026 BOG - December 9, 2026
November	Board Policy Review: Recruitment and Reappointment of External Governors	Office of the President	GOV + NOM - November 16, 2026 BOG - December 9, 2026

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November	Board Policy Review: Roles and Duties of Officers	Office of the President	GOV + NOM - November 16, 2026 BOG - December 9, 2026
November	Board Retreat Planning - Continued	Office of the President	GOV + NOM - November 16, 2026
November	Identify Action Items from the 2025-2026 Board Evaluation Survey	Office of the President	EXC - November 18, 2026
November	Succession Plan for the Executive Leadership Team	Office of the President and Vice President, People, Communications and Enrolment	EXC - November 18, 2026
November	Higher Education Summit - Sheraton Centre Hotel, Toronto	Office of the President	November 28 to 30, 2026
December	Indigenization Efforts and the College's Social Responsibility Initiatives Update	Vice President, Academic and Students	BOG - December 9, 2026
December	Report required under the Anti-Racism/Anti-Hate Ministry Binding Policy Directive	Vice President, Academic and Students	BOG - December 9, 2026
December	Report Required under the Mental Health Ministry Binding Policy Directive	Vice President, Corporate Services/CFO and Vice President, Academic and Students	BOG - December 9, 2026
December	Post-Election Report: Academic Staff Governor Election	Office of the President	BOG - December 9, 2026
December	President's Update	Office of the President	BOG - December 9, 2026
January	2027-2028 Tuition Fees & Ancillary Fees	Associate Vice President, Enrolment and International Education	A&F - January 25, 2027 BOG - February 10, 2027
January	Integrated Risk Management Update	Vice President, Corporate Services/CFO	A&F - January 25, 2027
January	Information Security Update	Vice President, Strategic Infrastructure and Campus Safety	A&F - January 25, 2027
January	2027-2028 Budget Process Update	Vice President, Corporate Services/CFO	A&F - January 25, 2027
January	Capital Projects Update	Vice President, Strategic Infrastructure and Campus Safety	A&F - January 25, 2027
January	2026-2027 Budget and Cash Flow Update	Vice President, Corporate Services/CFO	A&F - January 25, 2027
January	Board Policy Review: Assessing the President's Performance	Office of the President	GOV + NOM - January 25, 2027 BOG - February 10, 2027
January	Board Policy Review: Collection, Use and Disclosure of Governor Information	Office of the President	GOV + NOM - January 25, 2027 BOG - February 10, 2027
January	Board By-law No. 3 Review: Advisory College Council	Office of the President	GOV + NOM - January 25, 2027 BOG - February 10, 2027
January	Discuss Final Details for BOG Retreat	Office of the President	GOV + NOM - January 25, 2027
February	2026-2027 Domestic and International Enrolment - Winter 2027	Associate Vice President, Enrolment and International Education	BOG - February 10, 2027
February	Second Business Plan Update for 2026-2027	Office of the President	BOG - February 10, 2027
February	Program Advisory Committee Semi-Annual Report	Vice President, Academic and Students	BOG - February 10, 2027
February	Relationship with Ontario Tech University (Collaborative Efforts)	Vice President, Strategic Infrastructure and Campus Safety	BOG - February 10, 2027
February	Annual Report Required on the Cost of Educational Materials	Associate Vice President, Enrolment and International Education	BOG - February 10, 2027
February	Durham College Alumni Association Update (written format)	Vice President, Corporate Services/CFO	BOG - February 10, 2027
February	President's Update	Office of the President	BOG - February 10, 2027
February	Learn More: Topic to be determined (J.Choi)	Vice President, Academic and Students	February 18, 2027
February	Board Retreat	Office of the President	February 27, 2027
February	Launch of Student Governor Election	Office of the President	Spring 2027
March	2027-2028 Annual Operating and Capital Budget	Vice President, Corporate Services/CFO	A&F - March 29, 2027 BOG - April 14, 2027
March	2025-2026 Attestation of Section 28 Process + Financial Matters (due May 30)	Vice President, Corporate Services/CFO	A&F - March 29, 2027 BOG - April 14, 2027
March	Long-term Contracts Review	Vice President, Corporate Services/CFO and Vice President, Strategic Infrastructure and Campus Safety	A&F - March 29, 2027
March	2026-2027 Budget and Cash Flow Update	Vice President, Corporate Services/CFO	A&F - March 29, 2027
March	Administrative Salary Adjustments for 2027-2028	Vice President, People, Communications and Enrolment	EXC - March 29, 2027 BOG - April 14, 2027
March	Confirm Questions for Annual Board Evaluation & Committee Preference Survey	Office of the President	EXC - March 29, 2027
March	External Governor Interviews	Office of the President	GOV + NOM - March 31, 2027 BOG - April 12, 2027
March	Discuss Election of BOG Chair and Vice-Chair for 2027-2028	Office of the President	GOV + NOM - March 31, 2027
April	Learn More: Behind the Scenes Walking Tour of Oshawa Campus (NEW)	Vice President, Strategic Infrastructure and Campus Safety	April 14, 2027 (before the BOG meeting)
April	Final Business Plan Update for 2026-2027	Office of the President	BOG - April 14, 2027

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April	Business Plan for 2027-2028	Office of the President	BOG - April 14, 2027
April	2025-2026 Audited Financial Statements for the Durham College Student Association	Vice President, Academic and Students	BOG - April 14, 2027
April	Durham College Student Association Update (written format)	Vice President, Academic and Students	BOG - April 14, 2027
April	Privacy and Access Update	Office of the President and Vice President, Corporate Services/CFO	BOG - April 14, 2027
April	Post-Election Report: Student Governor Election	Office of the President	BOG - April 14, 2027
April	President's Update	Office of the President	BOG - April 14, 2027
May	DC-Ontario Tech University Academic Pathways Report for 2026-2027	Vice President, Academic and Students	BOG - May 12, 2027
May	Strategic Mandate Agreement 4.0 - Year Two Evaluation	Vice President, Academic and Students	BOG - May 12, 2027
May	Health and Safety Update	Vice President, Strategic Infrastructure and Campus Safety	BOG - May 12, 2027
May	Quality Assurance and Comprehensive Program Review Summary	Vice President, Academic and Students	BOG - May 12, 2027
May	President's Annual Compliance Report for 2026-2027	Office of the President	GOV + NOM - May 25, 2027
May	Standing Committee Appointments for 2027-2028	Office of the President	GOV + NOM - May 25, 2027 BOG - June 9, 2027
May	Orientation Buddy Matches for 2027-2028	Office of the President	GOV + NOM - May 25, 2027
May	Preliminary Results of the 2026-2027 Board Evaluation Survey	Office of the President	EXC - May 25, 2027
May	2027-2028 BOG Meeting and Events Calendar	President's Office	EXC - May 25, 2027 BOG - June 9, 2027
May	Audited Financial Statements for 2026-2027 (due June 15 of each year)	Vice President, Corporate Services/CFO	A&F - May 25, 2027 BOG - June 9, 2027
May	Long-term Investment Portfolio (Endowments) Update	Vice President, Corporate Services/CFO	A&F - May 25, 2027
May	Durham College Investment Report	Vice President, Corporate Services/CFO	A&F - May 25, 2027
May	Capital Projects Update	Vice President, Strategic Infrastructure and Campus Safety	A&F - May 25, 2027
May	2026-2027 Budget and Cash Flow Update	Vice President, Corporate Services/CFO	A&F - May 25, 2027
May	Financial Health Metrics	Vice President, Corporate Services/CFO	A&F - May 25, 2027
June	2027-2030 New Program Development Plan	Vice President, Academic and Students	BOG - June 9, 2027
June	Durham College Foundation Update (written format)	Office of the President	BOG - June 9, 2027
June	2026-2027 College Annual Report	Office of the President	BOG - June 9, 2027
June	President's Update	Office of the President	BOG - June 9, 2027
June	Convocation Platform Party/Spring Convocation	Office of the President	June 14 to 17, 2027
June	President's Performance Evaluation (Period of July 1 to June 30)	Office of the President	Details to be distributed by email after the June BOG meeting
As Required	Approval of New/Suspended/Cancelled Programs of Instruction	Vice President, Academic and Students	
As Required	Approve all Subsidiaries Board of Directors/Membership	Office of the President	
As Required	Approve Changes to Annual Budget in Excess of 10%	Vice President, Corporate Services/CFO	
As Required	Approve Issuance of Debt Securities and/or Changes to Existing Loan Facilities	Vice President, Corporate Services/CFO	
As Required	Approve Use of Reserve Funds	Vice President, Corporate Services/CFO	
As Required	Establish Internally Restricted Funds and Criteria for Use + Sign Letter of Request re S. 28 Loan Applications	Vice President, Corporate Services/CFO	
As Required	Approve New Entrepreneurial Activities (MOA required)	Vice President, Corporate Services/CFO	
As Required	Approve Purchase, Sale or Encumbrance of Property	Vice President, Corporate Services/CFO	
As Required	Approval of Contracts >5 years in Duration and/or >$3 million	Vice President, Corporate Services/CFO	
As Required	Update on Insurance Policy/Indemnification for Information	Vice President, Corporate Services/CFO	
As Required	Receive names of Faculty or Staff Emeritus for Information	Vice President, People, Communications and Enrolment	