



Durham College of Applied Arts and Technology Public Meeting of the Governance Review Committee

Date: Monday, January 12, 2026

Time: 7:00 p.m.

Location: Virtual Meeting, MS Teams

MINUTES

Members Present

Kwende Thomas, Committee Chair
Kelly Doyle, Committee Vice Chair
Alison Burgess
John Ecker
Lisa Allen, Chair of the Board
Elaine Popp, President

Members Absent

Jerry Ouellette

Guests Present

Peter Pryce, Board Vice Chair

Staff Present

Melissa Pringle, Manager, Board Governance and Privacy

1. Call to Order

The Committee Vice Chair, Governor Doyle, chaired the meeting.

With quorum present, the Committee Vice Chair called the meeting to order at 7:01 p.m.

2. Conflict of Interest Declarations

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

3. Presentations

There were no presentations.

4. Approval of the Agenda

Moved by Governor Ecker

Seconded by Governor Thomas

“That the agenda for the January 12, 2026, meeting of the Governance Review Committee be approved as presented.” CARRIED

5. Approval of Previous Minutes

The Committee reviewed its minutes from the November 3, 2025, Governance Review Committee meeting.

Moved by Governor Thomas

Seconded by Governor Burgess

“That the minutes from the November 3, 2025, meeting of the Governance Review Committee be approved as presented.” CARRIED

6. Decision Items

6.1 Board Policy for Review: Consent Agenda

The Committee received a report from the President regarding Board Policy: Consent Agenda, which was due for review.

A discussion took place regarding the Board’s process for determining which items are included in the consent agenda. In response to inquiries, the Committee was advised that many items—such as minutes and Committee reports—are routinely placed on the consent agenda as a matter of standard practice. Further, the Executive Committee conducts a detailed review of draft agendas for upcoming Board meetings and may determine that certain items should be removed from the consent agenda before the meeting materials are distributed.

Governors were also reminded that Committees are advisory only and that any Board member may request that an item be removed from the consent agenda for further discussion. Members who anticipate being absent from a meeting may also submit questions in advance to the Board Chair.

Moved by Governor Thomas

Seconded by Governor Burgess

That the Governance Review Committee recommend to the Durham College Board of Governors:

“That based on GOV-2026-01, the Board’s Policy: Consent Agenda, be confirmed as written.” CARRIED

7. Discussion Items

7.1 Final Agenda for Board of Governors Retreat

The Committee reviewed the final agenda for the upcoming Board retreat and noted that the planned sessions effectively address the feedback gathered through the Board evaluation survey. Members briefly discussed the potential of administering a post-event survey to capture attendee insights, as well as whether additional time should be incorporated into the agenda for closing reflections or comments.

8. Information Items

There were no information items.

9. Meeting Assessment

The Committee conducted a roundtable meeting assessment and remarked on the contributions of each Governor and the critical lens they bring to discussion items, the opportunity to ask questions, and the facilitation skills of the Vice Chair.

10. Adjournment

With no further business, the meeting adjourned at 7:27 p.m.



Kwende Thomas
Committee Chair



Melissa Pringle
Board Secretary