



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

Date: Monday, May 12, 2025

Time: 5:00 p.m.

Location: Virtual Meeting, MS Teams

Minutes

Members Present

Dwight Townsend, Committee Chair
Brandon Bird
Alison Burgess (left the meeting at 5:41 p.m.)
Kelly Doyle, Committee Vice Chair
Kwende Thomas
Lisa Allen, Board Chair
Elaine Popp, President

Staff Present

Melissa Pringle, Manager, Board Governance and Privacy

1. Call to Order

With quorum present, the Committee Chair called the meeting to order at 5:02 p.m.

2. Conflict of Interest Declarations

The Committee 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 Thomas

Seconded by Governor Burgess

"That the agenda for the May 12, 2025 meeting of the Governance Review Committee be approved as presented." CARRIED

5. Approval of Previous Minutes

The Committee reviewed its minutes from the March 10, 2025 Governance Review Committee meeting.

Moved by Governor Doyle

Seconded by Governor Bird

"That the minutes from the March 10, 2025 meeting of the Governance Review Committee be approved as presented." CARRIED

6. Decision Items

6.1 Proposed Updates to Board Policy: Mission, Vision, Values and Strategic Goals

The Committee received a report from President Popp regarding proposed changes to the Board Policy: Mission, Vision, Values and Strategic Goals based on the new strategic vision that was recently approved.

Governor Townsend left the meeting at 5:07 p.m. and Governor Doyle assumed the Chair.

The Committee questioned the President and Board Secretary.

Governor Townsend re-joined the meeting.

Moved by Governor Thomas

Seconded by Governor Bird

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

"That based on Report GOV-2025-15, the proposed changes to Board Policy: Mission, Vision, Values and Strategic Goals be approved as presented."
CARRIED

6.2 Proposed Update to Board Policy: Board and President Relations

The Committee received a report from the Board Secretary regarding proposed updates to Board Policy: Board and President Relations to reflect the current practice of not requiring the President to seek Board approval for changes to the employment status of employees with a direct reporting relationship to the President. A discussion ensued about a second proposed edit to strike out clause 5.5 as it relates to reporting non-compliance with Board policy and whether it was a duplication of clause 5.3; however, after discussion the Committee agreed that the intent of each clause was different and that both should remain in the policy.

Moved by Governor Burgess

Seconded by Governor Allen

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

“That based on Report GOV-2025-14, the proposed changes to Board Policy: Board and President Relations be approved as amended.” CARRIED

7. Discussion Items

7.1 President’s Compliance Report for 2024-2025

The Committee received a report from President Popp attesting compliance with Board policy and relevant legislative requirements. A discussion ensued about the additional commentary added to the report related to the event that occurred on campus on April 19, 2025. The Committee expressed concern that the language used was too definitive despite the investigation being ongoing and requested the language be softened as the report is posted publicly. Further, the Committee discussed the period covered by the report, which was confirmed as the Board year (September 1 to August 31).

Governor Burgess left the meeting at 5:41 p.m.

7.2 Preliminary Discussion: Merging of the Governance Review and Nominating Committees starting September 2026

The Committee discussed the idea of merging the Governance Review and Nominating Committees starting in the 2026-2027 Board year and discussed the rationale, risk and merit of the proposal. General support for the idea was received and the Committee requested that a briefing note outlining all considerations on the matter be prepared for consideration by the Board.

8. Meeting Assessment

The Committee conducted a roundtable meeting assessment and remarked on the collegial and constructive conversations that occurred, especially the detailed discussion about proposed policy edits. The Committee also commended the Vice Chair for stepping in to facilitate the meeting and making everyone feel comfortable to contribute, and raise concerns.

9. Adjournment

With no further business, the meeting ended at 6:03 p.m.



Dwight Townsend
Committee Chair



Melissa Pringle
Board Secretary