

Present: Andy Dhillon
Ghezal Durrani
Stacey Edzerza Fox
Lenora Gates
Heather Holden
Michal Jaworski
Kajan Karunaneithi

Gerda Krause
Brian McGibney
Claude Rinfret
Jas Sandhu, Board Chair
Veda Roodal Persad
Lane Trotter

Regrets: Jeff Lowe

Employee Resources: Ian Humphreys, Provost and Vice-President, Academic and Students
Dawn Palmer, Vice-President, People Services
Ajay Patel, Vice-President, External Development
Viktor Sokha, Vice-President, Administration and Finance

Constituent Groups: Scott McLean, President, Langara Faculty Association
Bridget O'Donnell, Vice-Chair, Langara College Administrators' Association
Rose Palozzi, Representative, CUPE Local 15/VMECW

Guests: Chris Arnold Forster, Director, Risk and Internal Controls
Margaret Heldman, Dean, Faculty of Science
Michael Koke, Director, Financial Services
Dylan Rickard, Associate Director, Financial Services

Recorder: Diana Falcon, Executive Assistant to the Board of Governors

1. MUSQUEAM LAND ACKNOWLEDGEMENT

The Board Chair delivered the following acknowledgement that Langara College rests on the land of the Musqueam peoples:

I would like to acknowledge the unceded territory of the hə əmi"ə" (hun ga mi num) speaking x"məθk"əyəm (Musqueam), on which Langara College is located.

2. CALL TO ORDER AND CHAIRS REMARKS

There being a Quorum present, the Board Chair called the meeting to order at 5:00 p.m. He welcomed Brian McGibney back to the Board as staff-elected Board member, conveyed regrets from those unable to attend, and welcomed all guests.

3. DECLARATION OF CONFLICT OF INTEREST

In accordance with *Board By-Law 200: Code of Conduct and Conflict of Interest*, Board Members were provided an opportunity to declare conflicts of interest for any agenda item that would relate to the ongoing business of the institution. With none declared, the Board Chair proceeded with the meeting.

4. PRESENTATION TO DEPARTING BOARD MEMBER

4.1 Kajan Karunaneithi

Expressions of appreciation and gratitude were conveyed to student-elected Board member Kajan Karunaneithi for his contribution to the Board's work over the last year. On behalf of the Board, the Board Chair presented him with a token of appreciation and he received a round of applause from the Board.

5. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by C. Rinfret, seconded by H. Holden and unanimously resolved:

THAT, the Langara College Board approve the agenda and approve/acknowledge the following items and motion on the consent agenda:

- 5.1 Minutes of the Public Meeting held June 22, 2017 – Approved
- 5.2 Chair's Written Report – Acknowledged
- 5.3 President's Written Report – Acknowledged
- 5.4 Langara Students' Union Audited Financial Statements for Fiscal Year ending April 30, 2017 - Acknowledged
- 5.5 Board Calendar: 2017-2018 – Acknowledged

6. ELECTION OF FIRST AND SECOND BOARD VICE-CHAIRS

With L. Trotter as Chairperson, the election for the positions of Board First and Second Vice-Chair took place. Board members had been notified at the June 22, 2017 board meeting that the election of the Board Vice-Chairs would be held at this meeting. L. Trotter advised that an email calling for an Expression of Interest or Nominations for the Board Vice-Chair positions was sent to Board Members on August 29, 2017.

6.1 Election of Board First Vice Chair

L. Trotter advised that S. Edzerza Fox was nominated for the First Vice-Chair position. L. Trotter asked S. Edzerza Fox if she would accept the nomination and she agreed. L. Trotter called for other expressions of interest or nominations three more times. There being no further interest or nominations, in accordance with Bylaw 201 S. Edzerza Fox was declared Board First Vice-Chair by acclamation for a one-year term effective October 1, 2017.

6.2 Election of Board Second Vice Chair

L. Trotter advised that M. Jaworski was nominated for the Second Vice-Chair position. L. Trotter asked M. Jaworski if he would accept the nomination and he agreed. L. Trotter called for other expressions of interest or nominations three more times. There being no further interest or nominations, in accordance with Bylaw 201 M. Jaworski was declared Board Second Vice-Chair by acclamation for a one-year term effective October 1, 2017.

The President handed the meeting back to the Board Chair.

7. CHAIR'S VERBAL REPORT

The Board Chair highlighted events that he had attended over the past few months and thanked Board Members who represented the Board at recent College events.

8. PRESIDENT'S VERBAL REPORT

L. Trotter highlighted items in his written report and elaborated on the following:

- Along with Justin Wilson, Coordinator, Aboriginal Studies, Aaron Moody-Nelson, Indigenous carver with Langara's Reconciliation Carving course, and former student Lindsay Heller-Weaver, I made a presentation in Toronto in July 2017 at the World Indigenous Peoples Conference titled "*Transformative Education in Vancouver, British Columbia: Using cultural humility to put truth and reconciliation to work, indigenize your institution and humanize your education practice*". Gail Sparrow, Langara's Elder in Residence, was not able to attend so provided a recorded introduction greeting dedicated to the memory of the late Henry Charles, Musqueam Elder, speaker, dancer and singer.
- I was invited as a plenary speaker at the British Columbia School Superintendents Association (BCSSA) 2017 Summer Leadership Academy in August 2017. I spoke to approximately 300 delegates about the current and future challenges facing the post-secondary education system, and to the coordination issues with the implementation of the new K-12 curriculum.
- On September 18th I joined colleagues from the Senior Leadership Team to welcome a group of senior higher education administrators from Yunnan Province in China. The administrators were at the College to complete a three-month training program to study best practices in Canadian Higher Education Leadership and Management.
- In partnership with the Department of Asian Studies, the Langara School of Management sent 14 students to China for three weeks in the summer to participate in Langara's China Field Study Program. They completed a full immersion program at the Yunnan Agricultural University where they lived on campus and learned much about the business and cultural aspects of Yunnan through lectures on China's economy, trade with ASEAN, and the Chinese culture, which was delivered by their knowledgeable professors. They also enjoyed some traditional arts and culture including traditional dance, tea ceremony, and festive celebrations.

9. COMMITTEE REPORTS, RECOMMENDATIONS AND APPROVALS

9.1 Board Assessment Task Force

9.1.1 Minutes of meeting held July 24, 2017

G. Durrani highlighted the minutes of the Board Assessment Task Force meeting held July 24, 2017, attached to the agenda for information.

9.1.2. Minutes of meeting held August 21, 2017

G. Durrani highlighted the minutes of the Board Assessment Task Force meeting held August 21, 2017, attached to the agenda for information.

9.1.3 Minutes of meeting held September 21, 2017

G. Durrani highlighted the minutes of the Board Assessment Task Force meeting held September 21, 2017, distributed at the table for information.

G. Durrani advised that the purpose of the meetings was to review the Board Assessment reports provided to the Board in March 2017, consider strategies to improve Board communications with stakeholders, and develop recommendations.

G. Durrani highlighted the recommendations outlined in the memo that was emailed to the Board on September 25th and distributed at the table. Discussion ensued on the recommendations and Board members questions were answered. The Board requested that the Board Assessment Task

Force review the items, prioritize them, provide costs for implementation, and return to the Board in November for further discussion/decision.

9.2 Board Coordinating Committee

J. Sandhu highlighted the minutes of the Board Coordinating Committee meeting, attached to the agenda for information, noting that the Ministry Q1 Forecast was reviewed and approved for submission to the Ministry by their deadline.

9.3 Audit and Finance Committee

9.3.1 Minutes of meeting held September 11, 2017

C. Rinfret highlighted the minutes of the Audit and Finance Committee meeting held on September 11, 2017, attached to the agenda for information.

9.3.2 Q2 Forecast to the Ministry of Advanced Education, Skills and Training

C. Rinfret advised that the Audit and Finance Committee reviewed the Q2 Forecast to the Ministry, attached to the agenda. M. Koke noted that the forecast was prepared using the template provided by the Ministry and reflects the finalized reporting requirements of Public Sector Accounting Board (PSAB) standards. He further noted that in the required variance analysis, the Ministry has updated the 2017/18 budget to reflect the Board approved budget. The College's forecast reflects the final approved budget for 2017/18, plus all approved budget changes up to August 31, 2017, plus an estimate for Fall Regular Studies revenues and a provision for associated expenses and contingencies. Discussion ensued and Board members questions were answered.

It was moved by C. Rinfret, seconded by A. Dhillon

THAT, the Financial Forecast for the fiscal years 2017/18, 2018/19, 2019/20, and 2020/21 as prepared at the end of the Second Quarter (Q2) of fiscal 2017/2018 be approved, to be submitted to the Ministry of Advanced Education, Skills and Training.

Carried Unanimously.

9.3.3 Statement of Financial Information Report for Fiscal Year Ended March 31, 2017

C. Rinfret advised that the Audit and Finance Committee reviewed the Statement of Financial Information (SOFI) for the fiscal year ended March 31, 2017. M. Koke noted that the report includes remuneration and expense reimbursements for Board members and employees, payments to suppliers, severance agreements, debts, and guarantees and indemnities. He further noted that some employee's remuneration were affected due to vacation payouts in February 2017. Discussion ensued and Board members questions were answered.

It was moved by C. Rinfret and seconded by M. Jaworski

THAT, the Statement of Financial Information for Langara College for the year ended March 31, 2017, be approved.

Carried Unanimously.

9.3.4 Five-Year Capital Plan (2018-19 – 2022-23)

C. Rinfret advised that the Audit and Finance Committee reviewed the College's Five-Year Capital Plan (2018-19 – 2022-23), attached to the agenda, and advised that it is now a Ministry requirement that the Plan receive Board approval. It was noted that the Plan was developed with the assistance of an external consultant, reviewed by Management, and submitted to the Ministry in "draft" form on July 27, 2017. Discussion ensued and Board members questions were answered.

It was moved by C. Rinfret and seconded by H. Holden

THAT, the Five Year Capital Plan for 2018/19 – 2022/23 be approved.

Carried Unanimously.

9.4 Governance and Nominating Committee

S. Edzerza Fox advised that M. Jaworski joined the Audit and Finance Committee and as a matter of record,

It was moved by S. Edzerza Fox and seconded by B. McGibney

THAT, Michal Jaworski be confirmed as a member of the Audit and Finance Committee.

Carried Unanimously.

S. Edzerza Fox recommended that the Board Retreat scheduled for November 10th be moved to the Spring 2018. This would accommodate upcoming Board appointment renewals or any new Board members that the new government may appoint. Discussion ensued and the Board was in agreement with rescheduling the Board Retreat to the Spring 2018 (date to be determined).

9.5 Bachelor of Science in Bioinformatics

I. Humphreys highlighted the process of approval for a Degree through the Degree Quality Assessment Branch (DQAB). He invited M. Heldman, Dean, Faculty of Science to present the Bachelor of Science in Bioinformatics degree. She advised that under new legislation the Ministry expanded degree-granting authority for private and public institutions under the Degree Authorization Act. With the implementation of this Act, the College's mandate increased to include the offering of baccalaureate degrees with an applied focus. The College currently offers four Baccalaureates, and the Bachelor of Science in Bioinformatics is nearing completion of the first phase of the public approval process. The program also received Education Council approval, in principle, at its meeting held June 20, 2017. Discussion ensued and in response to a question, I. Humphreys advise that there are no other institutions in Canada that offer the Bioinformatics program so it will be attractive to out of province students.

It was moved by V. Roodal Persad and seconded by B. McGibney

THAT, pursuant to Section 19(1)(g) of the College and Institute Act, the College Board approve the development and implementation of the baccalaureate program with an applied focus leading to the granting of a Bachelor of Science in Bioinformatics.

Carried Unanimously.

10. FOR INFORMATION/DISCUSSION

10.1 Financial Update to June 30, 2017

V. Sokha highlighted his memo attached to the agenda, which provided a financial update for the First Quarter ended June 30, 2017.

10.2 eScribe Update

V. Sokha advised that the plan was to go live with eScribe Electronic Meeting Management System at the September Board meeting, but due to delays beyond our control, the go live date has been changed to the November Board meeting.

He advised that iPads are ready for each Board member and can be picked up from the Executive Assistant to the Board.

11. EDUCATION COUNCIL REPORTS

The Board Chair reminded Board Members of Section 23 of the BC College and Institute Act that requires Education Council to advise the board on the development of educational policy.

11.1 Report of the Meeting held on June 20, 2017

The Education Council Chair elaborated upon the summary report of the meeting held on June 20, 2017 attached to the agenda for information noting that June is the deadline meeting so the agenda was very heavy. She advised that EdCo is required to provide approval in principle for the Bioinformatics Degree and did so enthusiastically.

It was moved by J. Sandhu and seconded by S. Edzerza Fox

THAT, the Education Council Summary Report for the meeting held on June 20, 2017 be received for information.

Carried Unanimously.

12. BOARD MEMBERS' REPORT

M. Jaworski advised that on September 26th he attended the Musqueam Welcoming Ceremony for Rick Ouellet, Langara College's new Director, Indigenous Education and Services. The ceremony was hosted by Chief Wayne Sparrow and included a blanketing ceremony. Musqueam left one of their flags so the College can display it on their flagpole.

L. Gates presented the Foundation report distributed at the table and highlighted the Foundation's fundraising initiatives and operations. Genus Capital Management presented its annual investment report and the Foundation continues to seek out candidates for vacant Board positions.

14. CONSTITUENT GROUP REPORTS

There was no report.

15. VISITORS' COMMENTS

There was no report.

16. NEXT MEETING AND ADJOURNMENT**16.1 Next Meeting**

The next Board of Governors meeting is scheduled for **Thursday, September 28, 2017.**

16.2 Adjournment

With no further business, the meeting was adjourned at 6:18 p.m.

Jas Sandhu
Chair, Board of Governors

Lane Trotter
President and CEO