

Present:	Zdenka Buric Ghezal Durrani Stacey Edzerza Fox Kwin Grauer Peter Huron	Gerda Krause Jeff Lowe Claude Painter Jas Sandhu Lane Trotter
Regrets:	Zachary Crispin Lenora Gates	Vanessa Reakes Claude Rinfret
Employee Resources:	Dawn Palmer, Associate Vice-President, Human Resources Ian Humphreys, Vice-President, Strategic Planning and Business Development Viktor Sokha, Vice-President, Administration and Finance	
Constituent Groups:	Lynn Carter, President, Langara Faculty Association Kristine Nellis, Representative, CUPE Local 15/VMECW Pam Robertson, Chair, Langara College Administrators' Association	
Guests:	Chris Arnold-Forster, Interim Director, Financial Services Jacob Cutts, Former Student-elected Board Member Leelah Dawson, Dean, Faculty of Social Sciences and Management Lisa Fisher, Director, Communications and Marketing Mehdi Nathoo, Associate Director, Financial Services Nic Tsangarakis, Principal, Kwela Leadership and Talent Management	
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 hə́m̓əmi'ə" (hun ga mi num) speaking x̣m̓əθk̓ w̓əy̓əm (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 conveyed regrets from those unable to attend, and welcomed guests Chris Arnold-Forster, new Interim Director, Financial Services; Jacob Cutts, former student-elected Board Member; Leelah Dawson, Dean, Faculty of Social Sciences & Management; Lisa Fisher, Director, Communications and Marketing; Mehdi Nathoo, Associate Director, Financial Services; Pam Robertson, Chair of the Langara College Administrators' Association; and Nic Tsangarakis, Principal, Kwela Leadership and Talent Management.

3. PRESENTATION – JACOB CUTTS

Kwin Grauer introduced Jacob Cutts, former Student-elected Board Member who made a presentation on his recent experience this past summer in Uganda. Travelling with 11 other students from various Universities across Canada, he visited Kampala, Uganda where he worked with the Religious Leaders Program at Global Rights Alert-NGO. In his spare time he went river rafting on the Nile, on a Safari, and visited the National Genocide Memorial and a church crypt in Kigali, Rwanda. In response to a question, he indicated that there is a growing middle class but still a lot of poverty. He also indicated that there is a much more visible security presence than what he is used to but overall the threat of terrorism was quite low.

4. PRESENTATION TO DEPARTING BOARD MEMBERS

K. Grauer made a presentation to departing Board Member Jacob Cutts, thanked him for his service to the Board and presented him with a token of appreciation.

K. Grauer advised that Anthem Postnikoff has also completed her term on the Board but was not able to attend. He conveyed her thanks to the Board for the opportunity to have served as a student-elected Board Member.

5. INTRODUCTION OF NEW BOARD MEMBERS – ZACHARY CRISPIN AND GHEZAL DURRANI

K. Grauer welcomed new student-elected Board Member Ghezal Durrani who introduced herself and offered insights into her interest in serving on the Board. He advised that student-elected Board Member Zachary Crispin was not able to attend the Board meeting but will attend in January 2016.

6. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by C. Painter, seconded by J. Lowe and unanimously resolved:

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

- 6.1 Minutes of the Public Meeting held September 24, 2015 – Approved
- 6.2 Chair's Written Report – Acknowledged
- 6.3 President's Written Report – Acknowledged
- 6.4 Board Coordinating Committee – Acknowledged
- Minutes of Meeting held October 28, 2015
- 6.5 Submission to the Selection Standing Committee on Finance and Government Services - Acknowledged
- 6.6 Board Calendar 2015-2016 – Acknowledged

7. CHAIR'S VERBAL REPORT

The Board Chair highlighted events that he had attended over the past few months including the Alumni Awards Luncheon on October 29th and Studio 58's production of Romeo and Juliet.

8. PRESIDENT'S VERBAL REPORT

L. Trotter provided a verbal report on the following:

- An articulation agreement was signed on September 25th to formalize the Langara College - UBC Aboriginal Transfer partnership for First Nations, Metis and Inuit students to transfer from Langara to complete a degree within four faculties at UBC.
- BC School Trustees Association (BCSTA) and BC Ministry of Education jointly hosted a meeting on October 21, 2015 to discuss the implementation issues for the new BC K-12

curriculum, grading structure and graduation framework. L. Trotter was asked to facilitate the meeting as a neutral person with awareness of the K-12 system, government and post-secondary education.

- In April 2015 Langara signed a partnership agreement for the Maple Leaf Education Systems Scholarships of \$50,000 that was co-funded by the BC Government and Langara College. On November 10, 2015, ten entrance scholarships of \$2,500 were awarded to Maple Leaf graduates enrolled at Langara College. These students will receive the rest of the scholarship award for \$2,500 in the Spring term.
- On November 17, 2015, L. Trotter and A. Patel travelled to China to visit Langara's two top recruitment agencies in Beijing and to attend Maple Leaf Educational Systems 11th annual recruitment fair in Dalian. While at the fair, Maple Leaf Educational Systems bestowed their highest internal award to Langara College, the Medal of Excellence and Honor for the College's commitment to quality education and support for international students. L. Trotter accepted the award on behalf of the College and noted that the Award reflects the hard work and dedication of many people in the International Education and Registrar and Enrolment Services departments.

9. COMMITTEE REPORTS, RECOMMENDATIONS AND APPROVALS

9.1 Strategic Plan 2016 – 2020

I. Humphreys distributed at the table a draft sample of the Strategic Plan 2016-2020 so Board Members could visualize what the final Plan would look like. He provided the background on the development of the Strategic Plan from its inception in October 2014 to the final stages in October 2015. He highlighted the differences between this Plan and the 2009 Plan noting that the Strategic Plan is a living document and will change as objectives are achieved through the lifespan of the document. He highlighted the communications strategy to roll out the plan to the community to make them aware of the College's objectives. A Toolkit is being developed that will show people how they can incorporate the Plan into everyday activities in the College. In response to Board Members questions, I. Humphreys advised that ideas for the Toolkit can be forwarded to him or L. Fisher; that the College will use all manner of communication through the website for ongoing communication; and, that we are working on a transparent approach in all elements of the process so people know how to bring ideas forward. He thanked N. Tsangarakis for his expert facilitation, direction and persistence in working with the Board, the Senior Leadership Team, on-line surveys, focus groups and open forums to develop the document presented to the Board at this meeting. He also thanked L. Fisher who was instrumental in the development of the written document.

It was moved by C. Painter, seconded by J. Lowe

THAT, the Langara College Board approve the 2016-2020 Strategic Plan as presented.

Carried Unanimously.

9.2 Audit and Finance Committee

a) Minutes of Meeting held November 12, 2015

K. Grauer, Chair of the Audit and Finance Committee brought forward the business arising from the minutes of the meeting held November 12, 2015, attached to the agenda and noted the following recommendations for approval:

b) Bylaw 204 – Fees and Charges for Instruction

Increase to domestic tuition fees was presented and it was noted that the Ministry has advised that 2% is the value to be used for 2016/17 planning purposes.

It was moved by J. Sandhu, seconded by J. Lowe

THAT, domestic tuition fees for University Transfer, Career/Technical and Vocational be increased to \$93.69 per credit, and upper division fees be increased to \$121.84 per credit, effective May 1, 2016; and

THAT, Bylaw 204 – Fees and Charges for Instruction be amended accordingly.

Carried.

[It was noted that L. Fisher left the meeting at 5:50 p.m.]

c) Excluded Compensation Philosophy

D. Palmer highlighted the Excluded Compensation Philosophy attached to the agenda which addresses excluded compensation and brings accountability to compensation practices across the public sector. She advised of the requirement from the Ministry to develop a new compensation philosophy that includes the Ministry's four guiding principles. The document attached to the agenda satisfies this requirement and is being presented to the Board for approval.

It was moved by S. Edzerza Fox, seconded by Z. Buric

THAT, the Total Compensation Philosophy for Excluded Management and Administration Staff be approved as presented.

Carried Unanimously.

9.3 Governance and Nominating Committee

a) Minutes of Meeting held November 13, 2015

S. Edzerza Fox, Chair of the Governance and Nominating Committee (GNC) brought forward the business arising from the minutes of the meeting held November 13, 2015, attached to the agenda and noted the following information item and recommendations for approval:

S. Edzerza Fox advised that C. Rinfret was appointed by the Board Resourcing and Development Office to the Langara College Board effective October 30, 2015, for a term ending December 31, 2016. She advised that it has been challenging to fill the gaps in our skills and competencies and is pleased that the BRDO considered our recommendation and made the appointment. The appointment fills a huge gap in our finance skills as Mr. Rinfret is a recently retired Partner at Deloitte.

b) Work Plan

The Work Plan of the Governance and Nominating Committee was attached to the agenda for information.

c) Board Assessment Tool and Board Member Self-Assessment Tool

S. Edzerza Fox highlighted the Board Assessment Tool and the Board Member Self-Assessment Tool attached to the agenda. She advised that the tools were developed by the GNC during sessions facilitated by N. Tsangarakis.

N. Tsangarakis, Principal, Kwela Leadership and Talent Management highlighted the sample evaluation of the Board Assessment Tool distributed at the table so the Board could see how the evaluation tool would be used and how the results would be presented. He advised that the purpose of the tool was to identify the Board's strengths and weaknesses and any rating greater than -1.5 should be flagged for discussion. He advised that the tool allows for transparent accountability of the Board and identifies perceptions of the Board as a whole. Discussion ensued and Board Members questions were answered.

It was moved by S. Edzerza Fox, seconded by J. Lowe

THAT, the Board Assessment Tool and the Board Member Self-Assessment Tool be approved as presented as the new evaluation instruments; and

THAT, the new Board Assessment Tool also be distributed to the broader college community who attend at least two Board meetings a year; and

THAT, the new Board Assessment Tool and the Board Member Self-Assessment Tool be distributed in January of each year and the results reviewed in March of each year; and

THAT, per Policy #400 additional work be done to develop a questionnaire for the broader college community that would be distributed biennially starting in 2017; and

THAT, the Board Assessment Tool be expanded to include Committees and Committee Chairs for the next survey in 2017.

Carried Unanimously.

[It was noted that N. Tsangarakis left the meeting at 6:20 p.m.]

d) Review of Board Manual

S. Edzerza Fox highlighted the proposal attached to the agenda to review the College's Board Manual to bring it into compliance with provincial legislation, make it user-friendly, and easier to update. She advised that K. Szeto from the Szeto Law Corporation would work in collaboration with the Governance and Nominating Committee to deliver a comprehensive and consistent Manual that will serve as an effective tool for Board Members to make informed decisions. She noted that the review will be done in a three-phase process with progress evaluations completed by the Governance and Nominating at the end of each phase before starting the next. Discussion ensued and Board members questions were answered. There was agreement that the Policy Manual urgently needed to be updated.

It was moved by S. Edzerza Fox, seconded by J. Lowe

THAT, the Board authorize the Governance and Nominating Committee to move forward with Phase 1 of the proposal.

Carried Unanimously.

e) Roles, Responsibilities and Mandate of Board Members and the Board

S. Edzerza Fox highlighted the document attached to the agenda which outlines the Roles, Responsibilities and Mandate of Board Members and the Board. She noted that the document was developed in conjunction with the Board Assessment Tool at the GNC Retreat held June 19, 2015 and presented to the Board at the Retreat held on October 23, 2015 and no changes were made. She advised that once approved the document will be incorporated into the Board Manual.

It was moved by S. Edzerza Fox, seconded by P. Huron

THAT, the Roles, Responsibilities and Mandate of Board Members and the Board be approved as presented.

Carried Unanimously.

f) AGB Conference – April 17-19, 2016, Washington, DC

S. Edzerza Fox highlighted the agenda from the AGB Conference to be held near Washington, DC from April 17-19, 2016. She advised that she and Kwin Grauer would be attending and that there was room for one more Board Member to attend. She asked Board Members to review the agenda and send their expressions of interest to the EA to the Board of Governors for consideration by the GNC.

She also advised that the CIG Conference will be held in Quebec City, Quebec from May 29-31 and advised that C. Painter has expressed an interest in attending. Any other Board Members interested in attending should advise the EA to the Board.

10. FOR INFORMATION/DISCUSSION**10.1 Second Quarter Financial Summary to September 30, 2015**

V. Sokha highlighted his memo attached to the agenda which provided a financial update for the Second Quarter ended September, 2015.

10.2 Semi-annual Investment Summary to September 30, 2015

V. Sokha highlighted his memo attached to the agenda that provided an update to semi-annual investment activity to September 30, 2015. He advised that investment revenue has decreased as it is being converted to cash for the new Science and Technology Building. He advised that all endowment revenue has been transferred to the Langara College Foundation.

10.3 2016/17 Board Meeting Dates

The dates of the Board meetings to be held in 2016/17 were attached to the agenda for information. Board Members were asked to insert the dates into their calendars.

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 Meetings held on September 22, 2015

The Education Council Chair elaborated upon the summary report of the meeting held on September 22, 2015 attached to the agenda for information.

11.2 Report of the Meeting held on October 20, 2015

The Education Council Chair elaborated upon the summary report of the meeting held on October 20, 2015 attached to the agenda for information.

It was moved by Z. Buric, seconded by C. Painter

THAT, the Education Council Summary Reports for the meetings held on September 22 and October 20, 2015 be received for information.

Carried Unanimously.

12. BOARD MEMBERS' REPORT

There was no report.

13. CONSTITUENT GROUP REPORTS

There was no report.

14. VISITORS' COMMENTS

L. Dawson conveyed her thanks to the Board for the hard work and effort they have put into the College.

J. Cutts thanked those whom he has worked with over the past year and looks forward to seeing what Langara College accomplishes in the next few years.

15. NEXT MEETING AND ADJOURNMENT

15.1 Next Meeting

The next Board of Governors meeting is scheduled for **Thursday, January 28, 2016.**

15.2 Adjournment

It was moved by S. Edzerza Fox, seconded by J. Lowe

THAT, the meeting be adjourned.

Carried Unanimously.

There being no further business, the Chair adjourned the meeting at 6:50 p.m.

Kwin Grauer
Chair, Board of Governors
Langara College

Lane Trotter
President and CEO
Langara College