

BOARD OF GOVERNORS
Minutes of a Public Meeting
held on Thursday, November 28, 2013
in Room C408 beginning at 1800 hours (6:00 p.m.)

Present: David Bowra, Vice-Chair
Zdenka Buric
Roy Daykin, President
Stacey Edzerza Fox
Kwin Grauer
Peter Huron
Gerda Krause
Anne Lippert, Chair
Jeff Lowe
Megahn McCarthy
Emma Leigha Munro
Claude Painter
Jas Sandhu
Dean Tsatouhas

Staff: Barry Coulson, Associate Vice-President, Administration and Finance
Ian Humphreys, Vice-President, Enrolment and Business Development
Brad O'Hara, Vice-President, Academic and Provost
Dawn Palmer, Associate Vice-President, Human Resources

Visitors: Lynn Carter, President, Langara Faculty Association
Raymond Chow, Chair, Langara College Administrators' Association
Vivian Lee, Director, Financial Services
Tomo Tanaka, Chair, Creative Arts Division

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

S. Edzerza Fox 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 hən̓ə̓mi̓çəm (hun ga mi num) speaking xməθkəyəm (Musqueam), on which Langara College is located.

Prior to the start of the meeting, A. Lippert and R. Daykin thanked B. McGibney for his service to the Board since October 15, 2007, and advised that a donation to a Langara scholarship will be made in his name. He was presented with a small token of appreciation and a round of applause from all Board members.

A. Lippert welcomed three new members to the College Board: Peter Huron, Audio Visual Technician in the Instructional Media Services Department, elected as Staff Support Representative for a three-year term effective October 15, 2013; Emma Leigha Munro, elected as Student Representative for a one-year term effective October 1, 2013; and, Claude Painter, Instructor in the Early Childhood Education Department, elected as Faculty Representative for a three-year term effective October 15, 2013.

1. APPROVAL OF THE AGENDA

It was moved by D. Bowra, seconded by K. Grauer

**THAT, the Agenda be approved with the addition of Item 5 b)
Human Resources Committee.**

Carried Unanimously.

2. APPROVAL OF THE MINUTES and BUSINESS ARISING

a) Minutes of the Meeting held on September 26, 2013

It was moved by D. Bowra, seconded by J. Sandhu

THAT, the Minutes of the Langara College Board Public Meeting held on September 26, 2013 be approved.

Carried Unanimously.

3. CHAIR'S REPORT

a) Community Connections

A. Lippert reviewed the activities as noted in the Community Connections memo attached to the agenda. She highlighted the interview with the new President that appeared in the November 7th edition of The Voice that was included in the envelope distributed at the table.

She reminded Board Members of the importance of their participation in events organized by the College as a way to become more familiar with the work of the College and also with the members of the College Community.

4. PRESIDENT'S REPORT

R. Daykin advised that this would be his last Board meeting as Interim President, as the new President will be in place beginning January 20, 2013. He thanked the Board for the opportunity and for their support over the past year

R. Daykin referenced his memo dated November 21, 2013 attached to the agenda which highlighted College events that occurred from October – November, 2013.

R. Daykin also reported on the following:

- The Administrative Service Delivery Transformation Project (or “Shared Services”) Steering Committee met earlier in the week to discuss initiatives to reduce costs, increase efficiencies, and improve service.
- Twenty-three institutions have responded to a survey spearheaded by B. Coulson to evolve credit card transactions, reduce costs and improve services to students.
- Ministry restructuring: Joe Thompson appointed as Assistant Deputy Minister, Student Services and Sector Resource Management; Bobbi Plecas appointed as Assistant Deputy Minister, Institutions, and Programs Division replacing Dawn Minty who has retired; and, Claire Avison, appointed as Assistant Deputy Minister, Sector Strategy and Quality Assurance Division.
- B. O'Hara highlighted the Ministry of Advanced Education's mandate letter that includes the requirement for post-secondary boards to undertake an institution-wide core review of their programming to ensure student seats are being filled. The Terms of Reference has been distributed to Presidents and Board Chairs and asks if seats are being filled and if we are meeting the provincial job initiative. He noted that the format is still being defined, an interim report is due in February, and a final report is due to the Minister in the spring 2014.

- D. Palmer provided an update on the Top 100 Employer submission and noted that Langara's application was not successful. She did note, however, that the college has a promising chance at the "BC Top Employer" title that recognizes British Columbia employers that lead their industries in offering exceptional places to work. The announcement will be made in February 2014 and she will advise the Board at that time.
- I. Humphreys provided an update on the Continuing Studies Business Plan noting that it is part of a process to ensure continued success. As a result of a survey conducted by IPSOS Reid, the CS Management group is working on marketing and program development plans.
- B. O'Hara provided an update on the Academic Plan noting that group meetings have been conducted by consultant Glenn Harris who will report his findings which will form the foundation of the academic plan. Draft plans will be shared with the community, will go to Education Council for approval, and the final Academic Plan will be shared with the Board.
- B. O'Hara advised that the Langara School of Nursing recently underwent an exhaustive program review by the Educational Program Review Committee (EPRC) of the College of Registered Nurses of BC (CRNBC). As a result of the hard work of Janine Lennox and her team, which included a 90-page report and a campus visit in September, the CRNBC has recommended full and unconditional approval for seven years for the Langara School of Nursing. Congratulations were extended on receiving this well-deserved stamp of quality.
- Antony Holland, founder of Studio 58, Emeritus recipient, and one of the last surviving veterans of the desert war in Egypt during WWII, will perform his one-man show on November 30, 2013, benefiting student scholarships.
- Fall enrolments for international have increased but domestic enrolments are down slightly. Spring enrolments to date are strong.
- On October 30, 2013, Langara Journalism Alumni won five 2013 Jack Webster Foundation (Webby) Awards. Simi Sara, host of The Simi Sara Show on CKMW was awarded the CityMike Award; Glen Korstrom and Jennifer St. Dennis with Business in Vancouver, won for their coverage of business issues in the May provincial elections; Mike Hager with the Vancouver Sun won for his coverage of the Amanda Todd story; Gordon Hoekstra won in the Digital Excellence category for his coverage of political contributions and lobbyists; and, current Langara student Andrea Anthony won a Jack Webster Student Journalism Award.
- Langara's recycling centre was in place during the summer of 2013 with a kickoff for the program held in September. The landfill diversion rate of 30% has grown to 69% with a target of 80% by 2014. This has caught the attention of Vancouver Deputy Mayor, Tony Tang, who visited the recycling centre on November 27th.
- D. Tsatouhas announced that business students in the Langara School of Management program took first place at the annual Vancouver+Acumen case competition held at UBC where they competed against over 20 teams from across the province.
- From October 30th – November 11th, R. Daykin travelled to China to participate in the ACCC/CEAIE international education summit.

A. Lippert thanked R. Daykin for his willingness to step into the Presidential role on such short notice. His mandate was to lead the college and under his leadership Langara has maintained its good relationship with ACCC, BC Colleges, national partners, international partners, the provincial government and the Ministry of Advanced Education. He was successful in moving Langara forward on its unfinished projects and programs with the beginning of construction of the new building, development of the Academic Plan, updating the Strategic Plan, expanding the Alumni, bringing into reality the Langara Coat of Arms, and incorporating the Langara Foundation. The Board thanked Roy for his leadership over the past year and looks forward to

his assistance with the onboarding of the new President in January 2014. Board members acknowledged with a round of applause.

5. COMMITTEE REPORT

A. Lippert reminded Board Members of the role of the Coordinating Committee to make decisions on behalf of the Board when there is not sufficient time to present the item to the entire board.

a) Board Coordinating Committee

– Meeting held on October 24, 2013

A. Lippert highlighted the minutes of the meeting held on October 24, 2013, attached to the agenda noting that in the absence of a board meeting in October, the Coordinating Committee reviewed the Second Quarter Financial Forecast for 2013/14 through 2016/17 and confirmed that the report was submitted to the Ministry by its due date.

b) Human Resources Committee

– Meeting held on November 28, 2013

M. McCarthy provided an update on the Human Resources Committee meeting held on November 28, 2013, and advised that the committee reviewed the next steps of the hiring of the new President and noted that the committee will meet with Dr. Trotter in late-February to review goals, metrics, and timelines in preparation for the first year annual review. She advised that the committee will meet in January to determine those goals and asked Board Members to submit any recommendations for goals or objectives to her by January 10th.

M. McCarthy further noted that the Post-Secondary Employers' Association (PSEA) will be reinstating the meetings of the Members' Board Compensation Committee, which has been on a two-year hiatus, for the purpose of advocating executive compensation with the Government.

6. FOR INFORMATION

a) Second Quarter Financial Summary to September 30, 2013

B. Coulson highlighted the memo attached to the agenda which provided a financial update for the Second Quarter ended September 30, 2013.

b) Semi-annual Investment Summary to September 30, 2013

B. Coulson highlighted the memo attached to the agenda which was provided for information. In response to a Board Member's question, he advised that the college adheres to the guidelines within the investment policy that was approved by the Board in December, 2007.

c) Letter from Ministry of Advanced Education

R. Daykin highlighted the letter from the Ministry of Advanced Education attached to the agenda which provided information regarding Langara College's budget for 2013/14.

d) Langara Students' Union Financial Statements as at year ended April 30, 2013

B. Coulson highlighted the Langara Students' Union Financial Statements as at year ended April 30, 2013 that were attached to the agenda for information.

e) Budget 2014-15 Update

B. Coulson provided an update on the 2014-15 Budget and advised that round one of the budget process has been completed and a request for enhancements has been distributed. The deficit has increased to approximately \$4M due to a number of factors including a reduction in government grants of approximately \$600,000, and a reduction of approximately \$750,000 for English as a Second Language (ESL) training. He noted that Finance is working with International Education and Continuing Studies to determine if there are any net revenues that can be included, and there has been a cost-reduction process implemented in an attempt to balance the budget. Further updates will be provided to the Board as they become available.

f) New Building Update

R. Daykin provided an update on the status of construction of the new Building. He announced that a ground-breaking ceremony is scheduled for December 5th and invited all Board members to attend.

**g) Select Standing Committee on Finance and Government Services
– Report on Budget 2014 Consultations**

R. Daykin highlighted the document attached to the agenda for information which summarized the input received from public hearings held in a number of BC communities. The study makes recommendations from government to consider for Budget 2014 including ways to generate new revenue, find efficiencies, and reallocate existing resources.

7. EDUCATION COUNCIL REPORTS

A. Lippert 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.

a) Report of the Meeting held on September 17, 2013

G. Krause highlighted the summary report of the Education Council meeting held on September 17, 2013, attached to the agenda and made particular note to a number of policy changes that would replace post-graduate certificates with a post-degree certificate and the addition of a post-degree diploma program.

b) Report of the Meeting held on October 22, 2013

G. Krause highlighted the summary report of the Education Council meeting held on October 22, 2013, attached to the agenda and noted a number of new courses.

The Education Council Summary Reports for September 17 and October 22, 2013, were received for information.

8. BOARD MEMBERS' REPORT

Nil.

9. CONSTITUENT GROUP REPORTS

R. Chow advised that at a recent meeting, R. Daykin and D. Palmer updated the Langara College Administrators' Association (LCAA) on some outstanding items regarding the government's freeze of executive and management compensation.

10. VISITORS' COMMENTS

Nil.

11. NEXT SCHEDULED BOARD MEETING

The next Board of Governors meeting is scheduled for **Thursday, January 23, 2014.**

There being no further business, the meeting adjourned at 1910 hours (7:10 p.m.)

Anne Lippert
Chair, Board of Governors
Langara College

Roy Daykin
President and CEO
Langara College