

<b>Present:</b>	Ghezal Durrani Stacey Edzerza Fox Lenora Gates Kwin Grauer, Chair Heather Holden	Peter Huron Gerda Krause Jeff Lowe Jas Sandhu Lane Trotter
<b>Regrets:</b>	Zachary Crispin Claude Painter	Claude Rinfret
<b>Employee Resources:</b>	Ian Humphreys, Provost and Vice-President, Academic and Students Dawn Palmer, Vice-President, People Services Viktor Sokha, Vice-President, Administration and Finance	
<b>Constituent Groups:</b>	Lynn Carter, President, Langara Faculty Association Kristine Nellis, Representative, CUPE Local 15/VMECW Pam Robertson, Chair, Langara College Administrators' Association	
<b>Guests:</b>	Darrell Kean, Treasurer/Assistant Steward, Langara Faculty Association Michael Koke, Director, Financial Services Julie Longo, Dean, Faculty of Arts	
<b>Recorder:</b>	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 ɛmi"ə" (hun ga mi num) speaking x"məθk" wəyəm (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 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. Declaring none, the Board Chair proceeded with the meeting.

#### 4. WELCOME TO NEW BOARD MEMBER

##### 4.1 Dr. Heather Holden

K. Grauer welcomed new Board Member, Dr. Heather Holden who was appointed for a one-and-a-half year term effective July 31, 2016. Kwin outlined her background and offered insights into her interest in serving on the Board. K. Grauer advised that her oath of office had been administered during her orientation session just prior to the Board meeting.

#### 5. APPROVAL OF AGENDA/CONSENT AGENDA

It was moved by J. Lowe, seconded by S. Edzerza Fox 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 23, 2016 – 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, 2016 – Acknowledged
- 5.5 Board Calendar: 2016-2017 – Acknowledged

#### 6. PRESENTATION

Rob Fleming, Executive Director of BC Council on Admission and Transfer (BCCAT) made a presentation to the Board on university transfer in BC. He advised that BCCAT was established in 1989 and oversees the BC Transfer System by facilitating admission, articulation, application, and transfer arrangements among BC post-secondary institutions. BCCAT supports the BC post-secondary institutions, the education ministries, and the public and private education sectors on the articulation system. R. Fleming provided an overview of Langara College's transfer statistics advising that most of the information is available at the Student Transitions Project website ([http://www.aved.gov.bc.ca/student\\_transitions/](http://www.aved.gov.bc.ca/student_transitions/)) or the BCCAT Research webpage ([http://www.bccat.ca/pubs/ProfileReport\\_May2015.pdf](http://www.bccat.ca/pubs/ProfileReport_May2015.pdf)).

L. Trotter thanked R. Fleming for his presentation which was received with a round of applause from the Board.

[It was noted that R. Fleming left the meeting at 5:25 p.m.]

#### 7. ELECTION OF FIRST AND SECOND BOARD VICE CHAIR

The Board Chair reminded Board Members that the election of the Board vice Chairs will occur in the public session of the meeting to align with Bylaw 201 – Officers of the Board and Elections. The Bylaw states that election of Officers shall be convened by the President.

With L. Trotter as Chairperson, the election for the position of Board First Vice-Chair took place. L. Trotter advised that an expression of interest for the position of Board First Vice-Chair was received by J. Lowe, and J. Lowe confirmed that this was correct. L. Trotter called for nominations or expressions of interest three more times. There being no further nominations or expressions of interest, J. Lowe was declared Board First Vice-Chair by acclamation for a one-year term effective October 1, 2016 to September 30, 2017.

L. Trotter, as Chairperson, proceeded with the election for the position of Board Second Vice-Chair. L. Trotter advised that an expression of interest for the position of Board Second Vice-Chair was received by S. Edzerza Fox, and S. Edzerza Fox confirmed that this was correct. L. Trotter called for nominations or expressions of interest three more times. There being no further nominations

or expressions of interest, S. Edzerza Fox was declared Board Second Vice-Chair by acclamation for a one-year term effective October 1, 2016 to September 30, 2017.

L. Trotter congratulated J. Lowe and S. Edzerza Fox, thanked them for their leadership and commitment to the Board and College, and turned the meeting back to the Board Chair.

#### 8. CHAIR'S VERBAL REPORT

The Board Chair highlighted events that he had attended over the past few months and thanked members who represented the Board at recent College events. He advised that board members were provided a tour of the new building just prior to the meeting and advised that the opening ceremony for the new building will be held on Wednesday, October 12, 2016, beginning at 1:30 p.m. Board Members will receive email invitations to which they can respond directly.

K. Grauer provided an update on Board Member elections and advised that Z. Crispin, student-elected Board Member, and C. Painter, faculty-elected Board Member, were not running for re-election and this was their last Board meeting. Unfortunately neither Z. Crispin nor C. Painter were able to attend the Board meeting and both sent their regards for their time on the Board.

K. Grauer congratulated G. Durrani, student-elected Board Member, and P. Huron, staff-elected Board Member who were both re-elected by acclamation, G. Durrani for one year and P. Huron for three years. He further advised that elections for the vacant student-elected (male) and faculty-elected Board positions are ongoing and will be announced once elections are complete.

#### 9. PRESIDENT'S VERBAL REPORT

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

- **Unlock the Vault** – was held on August 25<sup>th</sup> and this year's films were amazing. Once available, DVDs will be provided to Board Members.
- **Orientation Week** – was held from August 29 – September 3<sup>rd</sup> and included new student and parent orientation. There was record attendance at all sessions and he thanked Registration and Enrolment Services, Student Engagement, the International Education Office, as well as the faculty and staff who supported this year's orientation week and made it so successful.
- **Higher Education Strategic Leadership & Management Certificate Program** – Langara received the second intake of administrative leaders from universities in Yunnan province in China who are taking the three-month Higher Education Strategic Leadership & Management certificate program. Very positive feedback was received from last year's participants and a request was made by the Yunnan Department of Education to run the program again.
- **United Way Plane Pull** – the Langara Team set a target of \$1,500 and surpassed that goal by raising \$2,400 towards Langara's annual United Way target. Thanks went to those who contributed, and to the United Way Committee, the Foundation and Communications and Marketing for their efforts on behalf of the Langara community.
- **Canada India Business Council** – Langara College co-sponsored the Canada India Business Council event on September 14 and 15 in Vancouver. Thanks went to Board Member J. Sandhu for his support of Langara in working with the CIBC to let them know about Langara's success in India.
- **100 Year Journey** – a black tie event celebrating the indo-Canadian community of Vancouver, BC will be held on Saturday, October 1, 2016. L. Trotter and J. Sandhu, along with other Executive Members, will attend on behalf of Langara College.

## 10. COMMITTEE REPORTS, RECOMMENDATIONS AND APPROVALS

### 10.1 New Building Task Force Update

J. Sandhu, Chair of the New Building Task Force, provided an update on the new building and highlighted the following:

- The Occupancy Permit was received on August 31, 2016
- The building is occupied with classes started on September 6, 2016
- Costs are still coming in but we should be within the approved budget
- As with any new building, there are numerous deficiencies that have been identified by the consultants. Most are minor in nature and the contractor is working on the identified deficiencies. This is expected to continue well into October as some parts need to be ordered and are awaiting delivery. A holdback for deficiencies has been identified.
- All outstanding issues with the City of Vancouver have been dealt with.
- A delayed claim with the contractor is still in discussion and it is expected that this will be resolved by November 2016
- A budget summary will come to the Board in early 2017 when the final numbers have been received.

On behalf of the New Building Task Force, J. Sandhu conveyed thanks to Wendy Lannard, Director, Facilities who was the Project Manager for the construction of the new building, and the Facilities team, and to V. Sokha and the Financial Services team for their hard work and effort to get the building open on time and within budget.

### 10.2 Board Coordinating Committee

- Minutes of meeting held on July 6, 2016

K. Grauer, Chair of the Board Coordinating Committee, reminded Board Members that the Board Coordinating Committee meets as needed to review time-sensitive matters that require a decision when there is insufficient time to call a special meeting of the full Board. He highlighted the minutes of the Board Coordinating Committee meeting held on July 6, 2016, attached to the agenda for information, where the First Quarter (Q1) Financial Forecast for the fiscal years 2016/17 through 2019/20 were approved and submitted to the Ministry by their deadline of July 22, 2016.

### 10.3 Governance and Nominating Committee

S. Edzerza Fox, Chair of the Governance and Nominating Committee, provided an update on the review of the board manual noting that Phase 1 is complete and work has started on Phase 2. She noted that as part of Phase 2 the Committee has been reviewing and revising By-Law 201: Board Operations to streamline it and make it more user-friendly. This has taken more time than anticipated so the bylaw will not be ready for Board review and approval until November.

S. Edzerza Fox further noted that three Committee members have recently left due to their term on the Board ending so the membership of the GNC is down to one member (the Chair). Therefore, a call for membership on the Committee was put forward and H. Holden conveyed her interest.

S. Edzerza Fox also highlighted board recruitment and advised that the terms of four Board Members will be ending in the next two years. She asked current Board Members to provide the GNC with names of individuals they felt would have the skill set and be a good fit for the Board so the GNC can reach out to them to solicit their interest.

**10.4 Statement of Financial Information (SOFI) Report for FYE March 31, 2016**

V. Sokha highlighted the Statement of Financial Information (SOFI) Report for the fiscal year ending March 31, 2016, and noted that the Audited Financial Statements included in the report were previously approved at a Board Meeting held on June 23, 2016. Discussion ensued and Board Members' questions were answered.

It was moved by G. Durrani and seconded by J. Lowe

**THAT, the Statement of Financial Information for Langara College for the year ended March 31, 2016, be approved.**

**Carried Unanimously.**

**11. FOR INFORMATION/DISCUSSION****11.1 Financial Update to June 30, 2016**

M. Koke highlighted his memo attached to the agenda which provided a financial update for the First Quarter ended June 30, 2016.

**12. 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.

**12.1 Report of the Meeting held on June 21, 2016**

The Education Council Chair elaborated upon the summary report of the meeting held on June 21, 2016 attached to the agenda for information. She highlighted new courses in Chemistry, Geography, Sociology, and Business Management & International Business, course changes, and new programs and program revisions in Continuing Studies.

It was moved by S. Edzerza Fox and seconded by G. Durrani

**THAT, the Education Council Summary Report for the meeting held on June 21, 2016 be received for information.**

**Carried Unanimously.**

**13. BOARD MEMBERS' REPORT**

While attending different events, several Board Members conveyed positive feedback they received from students and guest speakers about their experience at Langara College.

**14. CONSTITUENT GROUP REPORTS**

P. Robertson reminded Board Members of the Outstanding Alumni Awards being held at 12:00 Noon on November 4, 2016.

**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, November 24, 2016.**

**16.2 Adjournment**

With no further business, the meeting was adjourned at 6:10 p.m.

*Documents with original signatures are kept in the office of the Board of Governors*

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Kwin Grauer  
Chair, Board of Governors

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Lane Trotter  
President and CEO