

**LANGARA COUNCIL  
Minutes of a Meeting  
held on Tuesday, April 30, 2013  
Room C408 at 0930 hours**

**Members:**

Diane Bradley	Gurbax Leelh (absent)
Lynn Carter	Julie Longo
Tim Charters	Ian McBain
Raymond Chow	Clayton Munro
Patricia Cia (absent)	Brad O'Hara
Barry Coulson (absent)	Dawn Palmer
Roy Daykin (absent)	Ajay Patel
Julia Denholm (absent)	Gunkirat Randhawa (absent)
Charlotte French	Pierre-André Santin (absent)
Margaret Heldman	Tomo Tanaka
Ian Humphreys	Daniel Thorpe
Darrell Kean	Wendy Watson (absent)
Gerda Krause	Gayleen Wren

**Guests:**

Korena Jang, Director, Organizational Risk Assessment

**Recorder:**

Alice Hsu, Executive Assistant to the President

B. O'Hara chaired the meeting in the absence of R. Daykin.

Prior to the start of the meeting, B. O'Hara introduced J. Longo who made a presentation on the Teaching and Curriculum Development Centre (TCDC) and advised that TCDC is established to ensure academic sustainability.

**1. REVIEW OF AGENDA**

The agenda was approved as distributed.

**2. REVIEW OF MINUTES AND BUSINESS ARISING**

**a) Draft Minutes of the Meeting held March 5, 2013**

It was moved by M. Heldman, seconded by G. Krause:

**THAT, the minutes of the meeting held on March 5, 2013 be approved.**

**Carried Unanimously.**

**b) Banner Next Generation Project Update**

C. French provided an update on the Banner Next Generation Project noting that upgrade on the waitlist was still in the testing process and still planned to be implemented in the Fall.

C. French further advised that problems previously found in the electronic transcript exchange system have been resolved. Further testing is being done with partner institutions.

C French also advised that we are now officially a receiving institution. The SFU to Langara credit transfer table is in Banner and has been posted on BC Council on Admissions & Transfer's (BCCAT) website. Douglas to Langara transfer table will be worked on next. C. French thanked Deans and Department Chairs who helped review the charts.

**3. CURRICULUM ITEMS**

**a) Education Council Meeting held on February 26, 2013**

G. Krause referred to the summary report of the Education Council meeting held on February 26, 2013 and advised that a couple of program changes were made in order to increase options and/or clarify admissions prerequisites for students.

Under Course Changes, G. Krause advised that changes to many publishing course descriptions have been made to keep things up to date.

Under Information Items, G. Krause noted that a significant amount of work has been completed on five Continuing Studies programs.

The Education Council summary report for February 26, 2013 was received for information..

**b) Education Council Meeting held on March 19, 2013**

G. Krause referred to the summary report of the Education Council meeting held on March 19, 2013 and highlighted couple items under Program Changes:

G. Krause noted that, effective fall 2013, all Art History course offerings are eligible to fulfill the diploma requirements for Fine Arts.

G. Krause also noted that English and math entrance requirements have been changed for Bachelor of Business Administration, and Nutrition & Food Service Management Programs to make easier for students who apply from out of province to meet the requirements.

G. Krause further noted that one course - CRIM 1213 is added to Criminal Justice Diploma program.

Last, G. Krause advised that the Arts and Science (Engineering) program has been modified to allow students to successfully finish the program in two semesters instead of three.

The Education Council summary report for March 19, 2013 was received for information.

#### **4. FOR INFORMATION**

##### **a) Long Service Awards**

D. Palmer thanked everyone who participated and helped at the event. D. Palmer advised that the event was a success and received positive feedback. People had lots fun and the award recipients felt special when walking down the red carpet.

B. O'Hara thanked HR staff for taking the leadership to organize the event.

##### **b) Top 100 Employer Application**

D. Palmer advised that we have received the Top 100 Employer application package and the submission deadline is June 13, 2013. D. Palmer noted that the contents and video are being developed. The plan is to have the draft ready next week and bring it to the upcoming Board meeting. D. Palmer acknowledged the many people who participated behind the scenes.

##### **c) HR Engagement Survey Results**

D. Palmer thanked everyone who had responded to the survey.

D. Palmer referred to the last page of the supporting document attached to the agenda and highlighted the survey results noting that all key highlights have been addressed.

D. Palmer advised that HR will do the survey again in Fall 2013.

##### **Other**

D. Palmer advised that M. Kuramoto will be seconded to a six-month Business Process Review project to work with the Dean's office, Human Resources, and Payroll and Benefits to identify areas that require improvements in business processes. M. Kuramoto will work with Campus Works to see what can be done through Banner to remove and improve administrative obstacles.

There being no further business the meeting was adjourned at 1000 hours.