

**LANGARA COUNCIL
Minutes of a Meeting
held on Friday, February 21, 2014
Room C408 at 1300 hours**

Members:

Diane Bradley	Vivian Lee
Lynn Carter	Gurbax Leelh (regrets)
Tim Charters (regrets)	Julie Longo
Raymond Chow	Mankee Mah
Patricia Cia	Clayton Munro
Barry Coulson	Brad O'Hara
Roy Daykin	Dawn Palmer (regrets)
Leelah Dawson	Ajay Patel
Lisa Fisher	Nisha Ram (regrets)
Charlotte French	Pierre-André Santin
Margaret Heldman	Sue Street
Ian Humphreys	Kelly Sveinson
Korena Jang	Tomo Tanaka
Darrell Kean (regrets)	Daniel Thorpe (regrets)
Gerda Krause	Lane Trotter, Chair
Wendy Lannard	Gayleen Wren

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed new Council Member K. Sveinson, Division Chair Pro Tem, Humanities. He also welcomed D. Richards, Director, Labour Relations & Human Rights attending on behalf of D. Palmer.

1. REVIEW OF AGENDA

The agenda was approved as distributed.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held on January 14, 2014

The Minutes of the Meeting held on January 14, 2014 were accepted.

3. STANDING ITEMS

a) Banner Next Generation Project Update

C. French advised that sending transcripts to UBC through electronic transcript exchange went live in February as anticipated and the old, USA-based software - EDI has since been

deactivated. The next phase of the electronic transcript exchange project is testing for receiving transcripts from UBC. It is anticipated this will begin in March.

C. French also advised that the work to build the UBC articulation tables continues to move forward and is still expected to be completed in March.

b) Building Update

W. Lannard advised that the service agreements have been signed and registered with the City of Vancouver and CD1 By-law has been enacted prior to the issuance of the development permit. The building permit application will be submitted next week and construction is expected to start in approximately two weeks.

In response to a question about the capital budgeting for the new building, B. Coulson advised that there will be no impact on the operating cost of the institution in 2014/15. R. Daykin added that the project will be managed by administrators including W. Lannard, B. Coulson, himself, and others as part of their organizational responsibilities. B. Coulson further added that consultants are hired to support the project and that cost has been built into the project.

4. CURRICULUM ITEMS

a) Education Council Meeting held on January 21, 2014

G. Krause referred to the summary report of the Education Council meeting held on January 21, 2014 and advised that the Professional Photo-Imaging program is changing its name to Professional Photography and some course titles are also changed in consequence. G. Krause noted a typo in the paragraph under the list of courses in E) a) where "Professional Photo-Imaging" should read "Professional Photo-Imaging".

G. Krause further highlighted changes to Policy F1005: Assessment of Academic Progress, replacing VCC-Langara Policy 6.3.1.5 Instructor Assessment of Student Progress, and advised that the policy has been approved by Education Council and posted on the College's website.

The Education Council summary report for January 21, 2014 was received for information.

5. FOR INFORMATION

a) Budget Update

R. Daykin gave a presentation on the draft 2014/15 budget development and, together with L. Trotter, I. Humphreys, and B. O'Hara, answered members' questions in relation to ESL funding cuts, services for international students and immigrants, and section allocations. There was also discussion about what other institutions are doing to reduce costs and increase revenues in the current environment where reduced government funding is becoming the trend.

The presentation file is to be distributed to members through Langara Council listserv by A. Hsu after the meeting.

b) Core Review

L. Trotter advised that the key objective of the Core Review is for the government to see how post-secondary institutions support the BC Jobs Plan. Institutions received the Core Review Guidelines from the Ministry approximately two weeks ago. A 10-page interim report, outlining challenges the College is facing as we move forward, how our programs are aligned to support government objectives, and how we will execute the plans, etc., will be due on February 28, 2014. Best college, pathways, and supporting BC Jobs Plan are the three key elements being built into the structure of our report and L. Fisher's team in Communications and Marketing is helping to generate this report.

L. Trotter further advised that, after the draft report is submitted to the government, it will be presented at the Board's in-camera meeting on March 20, 2014 for their review, and then will be put out to the College community for feedback prior to the final report being submitted to the Ministry in the summer 2014.

In response to a question about the time frame for consultation, L. Trotter advised that the College community will have approximately two months to provide feedback after the draft report is presented to the Board and before it is finalized.

In response to a question about the Board's plans to connect with the Ministry after submitting the report, R. Daykin advised that the Ministry had originally planned to have the Board Chair and the President of each institution make a presentation to the senior staff and the Minister. The plan has changed to have only selected institutions to do so. L. Trotter further noted that it is unclear how the Ministry will select the institutions and he will discuss this issue with the Board Chair.

c) Mobile Web Project

L. Fisher highlighted the PowerPoint presentation slides attached to the agenda and noted that this project is in collaboration with the IT Department, responding to the technology, market, and competitive changes, and in line with the current Strategic Plan. She also noted that two community info sessions have been planned on February 24 and 25, 2014 and encouraged members to invite their staff members to attend.

In response to a question, L. Fisher clarified that the College will still have only one website and one set of contents but the presentation will be automatically adjusted depending on the device used to access the website.

In response to a question about the timeline for staff training, L. Fisher advised that more in-depth training will be planned in the future while the info sessions planned in February 2014 are just for introduction.

d) Policy Renewal Project

K. Jang advised that the purpose of the project is to assess our current policies for relevance and ensure alignment with strategic, operational and academic objectives. It was noted that the College currently has approximately 150 policies, several of which date back to when Langara was a campus of VCC. The project plan is to review policies by category, with the Executive identifying a policy leader for each policy.

In response to a question, K. Jang advised that part of the policy leader's responsibility will be to identify the urgency of policies that require review, as well as to identify policies that can be rescinded. Proposals to rescind or amend policy will be presented to Langara Council for recommendation to the President.

In response to a question, K. Jang advised that the College did not previously have a cycle for policy review but a three-year review cycle has recently been implemented and is articulated in the recently revised policy webpages.

There being no further business the meeting was adjourned at 1440 hours.