

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on Tuesday, October 7, 2014**  
**Room C408 at 0930 hours**

**Members:**

Michelle Bowers	Korena Jang (regrets)	Ajay Patel
Jacqueline Bradshaw	Gerda Krause	Nisha Ram (regrets)
Lynn Carter	Wendy Lannard	Roger Semmens
Raymond Chow (regrets)	Vivian Lee	Tom Stachura
Patricia Cia	Gurbax Leelh	Sue Street
Barry Coulson (regrets)	Julie Longo (regrets)	Tomo Tanaka (regrets)
Roy Daykin	Robin Macqueen	Daniel Thorpe (regrets)
Leelah Dawson	Mankee Mah (regrets)	Lane Trotter, Chair
Lisa Fisher	Clayton Munro	Justin Yau
Margaret Heldman	Brad O'Hara	Gayleen Wren
Ian Humphreys	Dawn Palmer	

**Recorder:**

Diana Falcon, Executive Assistant to the Board of Governors

Prior to the start of the meeting, L. Trotter introduced United Way representatives Alan Brain, Joanne Rajotte, and Jackie Scheepbouwer, who made a presentation on the United Way campaign at the College. Beginning with an overview of what United Way is, A. Brain highlighted 10 social services agencies that have a significant impact in the City of Vancouver. The United Way supports over 60 agencies in the Lower Mainland of which the communities would not function without.

Langara College contributions to the United Way have declined over the years, especially in payroll deductions, likely due to cultural shifts and the retirement of long-time employees who donated at the leadership level of \$1,000/year. As an additional incentive, local philanthropists have committed to match any new leadership level donations. Although not everyone has the ability to contribute at this level, every dollar counts in the community.

L. Trotter thanked the United Way Committee for their presentation and encouraged employees to contribute to this worthy cause.

**1. Review of Agenda**

The agenda was approved with the following addition:

4. for Information/Action
  - a) Diwali Celebration A. Patel

The other items will be renumbered on the agenda to accommodate this addition.

## **2. Review of Minutes and Business Arising**

### **a) Draft Minutes of the Meeting held on September 9, 2014**

The minutes of the meeting held on September 9, 2014 were accepted.

In response to a question regarding the lockdown drill that occurred in August, W. Lannard advised that training has started with the Emergency Operations Centre which focused on an active assailant exercise. The Langara Employee Development Centre (LEDC) will provide workshops later in the fall, focused on the lock down procedures. These workshops will provide information on what to do in case of a threat on campus. Employees were also encouraged to familiarize themselves with the Emergency Procedures Quick Guide which provides detailed information on how to respond to various kinds of incidents that could potentially occur on campus. The Quick Guide can be found in every classroom, as well as online on Langara's Safety & Security web page.

## **3. STANDING ITEMS**

### **a) Building Update**

W. Lannard advised that there is nothing new to report. The main slab is poured and the steel is beginning to go up. The building is still on schedule and on budget.

## **4. FOR INFORMATION/ACTION**

### **a) Diwali Celebration**

A. Patel advised that a Diwali Celebration will be held in the main foyer of Building A on Wednesday, October 15<sup>th</sup> from 11:00 am – 2:00 pm. There will be dancers, information booths, and student artwork will be displayed.

### **b) Academic Plan Update**

B. O'Hara highlighted the steps that have been taken to raise awareness of the Academic Plan through discussions by the Academic Deans and distribution of the new Academic Plan booklet. Moveable display pieces have been created and displayed in the employee lounge, main foyer, and are currently located in the library. As a result of the various conversations, approximately 60 volunteers have volunteered for the Academic Priority Action Groups. Chairs have been identified as follows:

- Sarah Bowers, Chair, Learning and Teaching
- Gayleen Wren, Chair, Student Support
- Justin Wilson, Chair, Aboriginal Initiatives
- Leelah Dawson, Chair, International Initiatives
- Gerda Krause, Chair, Environmental, Financial and Social Sustainability

The composition of each committee will be announced in future. The Academic Planning Committee has developed an Academic Tool Kit which will be distributed through the Academic Deans. The next step is to begin operation of the Action Groups.

**c) Student Fees Review**

The proposal presented in June to increase student fees was outlined in the memo attached to the agenda and recommended changes were highlighted. The initial recommendations were tabled pending consultation with the Langara Students' Union (LSU). B. O'Hara and C. Munro made a presentation to the LSU on the recommended fee increases and the reasons for them. The LSU discussed the recommended fee increases and provided a written response identifying that although the LSU acknowledge the reasons behind the fee changes and are open to future formative discussions relative to financial challenges and fee structures, at this time the LSU does not agree with the fee increases on penalties.

A Standing Committee is to be established to consult with the Langara Students' Union to regulate these types of items.

It was moved by B. O'Hara, seconded by C. Munro

**THAT, Langara Council approve the recommended changes to student fees as outlined in the memo attached to the agenda.**

**Carried.  
Opposed (1)**

**d) President's Report**

L. Trotter provided the following report:

**External System Work**

- As of September 8, 2014, he is the Vice Chair of Council of Presidents of BC Colleges which provides an opportunity for greater involvement with policy makers in Victoria. As Vice Chair, he is a member of the "Think Tank" group which is a joint committee with BC Colleges and the Ministry of Advanced Education that reviews issues to improve communication between government and colleges.
- He has also agreed to sit on the Strategic Planning Committee of BCCampus.

**Advocacy with the Community**

- Langara continues to build its profile with the indo-Canadian community by attending the C-IBC and TiE Vancouver 2nd Annual Grand Diwali Gala on October 3, 2014. This will help increase the amount of trade and provide other partnerships and educational collaborations with India.

**International Education**

- He and B. O'Hara will attend the Premier's Trade Mission to India from October 8-19, to represent Langara College. This provides an opportunity to showcase Langara, look for new opportunities and partnerships, and continue to build recruitment activities.

**External Environment**

- The President reviewed four external, macro-environmental influences that reflect the social, technological, economic, and political (STEP) forces that frame the environment surrounding the college. These need to be considered in the development of effective strategic priorities and the future direction of College operations.

### Core Review

- The President asked R. Daykin to highlight the status of the Core Review that was approved by the Board at a Board meeting held in May 2014. Mr. Daykin noted the target for the college is to shift 15% of non-allocated to allocated funding over the next 4 years to comply with the Core Review program re-engineering. In terms of what programs would be aligned with the re-engineering high demand occupations the Ministry of Jobs, Tourism and Skills Training has not yet released this list to the public.

### Budget Development for FY 2015/16

- The President provided an overview of the development of the three year budget for FY2015/16 to FY2017/18. At the current time the three year cumulative deficit is projected at approximately \$8M. Through additional revenue generation activities in International Education and Continuing Studies the shortfall has been reduced to \$6M. The college will be focusing on solving the first two years of the budget deficit for FY2015/16 and FY 2016/17 which is approximately \$4M.
- A plan to address the deficit is being developed using the five priorities of the Academic Plan to develop *Budget Principles* through a Budget Task Group (an outcome of the September 2014 Langara Council meeting). The Budget Principles will go through a series of committees for review and will be presented to Langara Council for review. Consultation through town halls, meetings with stakeholders, and college committees will begin in November, with information from the various meetings synthesized by the Senior Leadership Team. The Senior Leadership Team will then reach out to the College Community with a plan to deliver a balanced budget in January 2015.

[It was noted that R. Semmens left the meeting at 10:27 a.m.]

Discussion ensued on the 2015/16 Budget and on BC's Skills for Jobs Blueprint - the Ministry's requirement that allocated programming be designated to high demand areas. Langara College meets approximately 12% of this target and has a target of another 15% over the next four years. We need to demonstrate that we are in alignment and if we are not, funding will be withheld by the percentage we are out. In response to a question, the college was assured that academic leaders will be fully engaged in discussions about achieving the alignment.

The budget planning process to address the shortfall was discussed and the following timeline was noted: November – active consultations with the college community (ie stakeholder groups); December – synthesize information; January – budget plan presented to the college community.

A recommendation was made that when the information is ready to be synthesized, the Academic Deans should be included when significant decisions are being made to academic areas. It was noted that town halls are scheduled for November 5, 6, 12, and 27<sup>th</sup> and if any department would like an individual meeting, to contact Doreen Sharan to schedule.

In response to a request, it was noted that regular President's reports will be provided to keep Langara Council informed on what is happening in the system.

There being no further business, the meeting was adjourned at 10:53 a.m.