

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on Tuesday, January 26, 2016**  
**Room C408 at 0930 hours**

**Members:**

Jim Bowers	Gerda Krause	Pamela Robertson
Jacqueline Bradshaw	Gurbax Leelh (regrets)	Roger Semmens
Lynn Carter	Julie Longo	Viktor Sokha
Tim Charters	Robin Macqueen	Tomo Tanaka
Patricia Cia	Clayton Munro	Daniel Thorpe
Leelah Dawson (regrets)	Kristine Nellis (regrets)	Lane Trotter, Chair
Margaret Heldman	Dawn Palmer	
Ian Humphreys	Ajay Patel	

**Guests:**

Chris Arnold-Forster, Interim Director Financial Services, Risk Assessment, Internal Control and Purchasing  
Joe Cordingley, Manager, Budgets Analysis & Planning, Financial Services  
Rosamaria Palozzi, Representative, CUPE Local 15

**Recorder:**

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter welcomed returning Council Member, T. Charters, Interim Counselling Department Chair, and guests C. Arnold-Forster and J. Cordingley.

**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 December 15, 2015**

The minutes of the meeting held on December 15, 2015 were accepted.

**3. STANDING ITEMS**

**a) Building Update**

V. Sokha provided an update on the construction status of the new Science and Technology Building. He advised that the possibility of delaying the building's completion day stands. The new anticipated possession date is September 30, 2016 while move-in can gradually start from the end of August 2016.

V. Sokha noted that more classrooms will be needed for September 2016 semester as a result of increased enrollments. It has been decided that Senior Leadership Team and Communications and Marketing Department will be moved into trailers to be placed by the west side of the B Building as of May 2016 to allow constructions for eight new classrooms on the fourth and fifth floor of the C Building needed by September 2016.

V. Sokha further noted that the building is anticipated to be in full operation in January 2017. This new schedule will allow more move-in time and, as a result, save money on the move-in associated cost.

In response to a question, V. Sokha advised that the final building completion date should be confirmed within about a month. Once it is confirmed, W. Lannard will communicate with affected departments about their move-in schedule.

In response to a question, V. Sokha advised that the project still remains on budget.

**b) IT Update**

I. Humphreys advised that, as part of the Essential Systems Stabilization and Security Enhancements (ESSSE) project, IT had scheduled to shift myLangara portal to new software on February 6, 2016. Due to some large log files recorded in the system, some errors occurred during the process and caused intermittent system outages in the past few days. IT had been working around the clock to resolve the issues and keep the system running.

In response to a question about the plan for the IT system in the new Science and Technology Building, I. Humphreys advised that the timing for IT installations will depend on the possession date of the building. IT has done the necessary planning and will be able to set dates accordingly once the possession date is confirmed.

In response to questions about the IT system failure resulted from the power outage occurred at the end of December 2015, I. Humphreys advised that it was caused by wrong configurations done by the provider of a second backup generator that was connected to our backup generator. All systems were brought back online after recharging our Uninterruptible Power Supply (UPS) systems. Many staff in IT, Registrar's Office, and Communications and Marketing department were brought in to help during the system downtime and brought the system back online.

[R. Palozzi joined the meeting in the absence of K. Nellis]

**4. CURRICULUM ITEMS**

**a) Education Council Meeting held on November 17, 2015**

G. Krause referred to the summary report of the Education Council meeting held on November 17, 2015 and noted that the November Education Council meeting was the deadline for any changes to the summer calendar. She highlighted the following:

- New Program- Caribbean Field School was approved at the meeting.
- Web and Mobile App Design and Development Post-Degree Diploma created new courses for its third term.
- Based on the way Co-op FTEs are reported to the Central Data Warehouse, a number of courses using the course code "COOP" needed to be renamed. The new code is EXPE (Experiential Education).

- Following Education Council meeting held in October 2015, further work had been done for Policy E3001: Langara Scholarship Policy and E3002: Bursary policy and the changes were approved at the November 2015 meeting.
- Photography Program had completed its program review process and is the first program completed such process.
- Chief Information Officer J. Madan gave a presentation on Email Migration to the Education Council.
- Academic Deans presented a new program development process.

**b) Education Council Meeting held on December 15, 2015**

G. Krause referred to the summary report of the Education Council meeting held on December 15, 2015 and highlighted the following:

- Kinesiology program created two new courses- KINS 2370 Data Acquisition and Signal Processing and KINS 3373 Research Methods that will be offered starting from Fall 2016 and will be transferrable to UBC's Kinesiology program.
- Policy F1001: Credentials was brought back to the Education Council for information as some regulations had been changed.
- Policy E2011 was renamed from "Withdrawal from Courses" to "Withdrawal from Courses and Deferred Standing".
- Policy E2007, formerly titled Course Credit: Special Consideration, is now called Aegrotat Grade and more align with other institutions.
- Continuing Studies created four new programs including Animal Control Basic Training Certificate.
- To be eligible for the student loan, Continuing Studies Diploma in Registered Massage Therapy, formerly a certificate program, was brought to the Education Council for approval.

The Education Council summary reports for November 17, 2015 and December 15, 2015 were received for information.

**5. FOR INFORMATION**

**a) Proposal for Regalia Rental – Fee Change**

C. Munro referred to the proposal attached to the agenda and advised that the proposal was to build in an incentive to encourage students to submit their request for regalia by the required deadline. This proposal has been shared with Langara Students' Union (LSU).

It was moved by C. Munro, seconded by A. Patel,

**THAT, the Langara Council recommends the fee change for regalia rental to the President.**

**Carried Unanimously.**

**b) Budget Update**

V. Sokha advised that the budget process was delayed this year as a result of many changes happening at the College. A call for proposals for operating budget enhancement for 2016/17 went out on January 14, 2016 with a submission deadline on February 5, 2016. All proposals will be reviewed while only selected proposals based on College priorities and contributions to the College's Strategic Plan and Academic Plan and up to \$1 million in total will be funded. The budget will be complete after this process and the final budget will be presented to the Langara Council in March 2016.

V. Sokha noted that there will be no increased funding from the government except the funding related to the Economic Stability Mandate. Although the prediction shows the College's budget is in a healthy position at this time, the College should be prudent in its spending because the government grant is at around 37% of our revenue and we will need to rely more and more on our internal resources to generate more fund.

Discussions ensued and members' questions were answered.

**c) President's Report**

L. Trotter referred to the President's Report attached to the agenda and highlighted the following:

- The Langara Faculty Association (LFA) President's Bar and Dinner was held on December 11th in 2015. L. Trotter thanked L. Carter and her colleagues for providing this annual opportunity allowing faculty, staff, administrators, and external communities to social and reconnect.
- The Musqueam First Nation officially bestowed a Musqueam name - snəwəyət leləm (pronounced sno-WAY-ith LAY-lum) on Langara College on January 11, 2016 and it means "house of teachings" in the Musqueam language. Communications & Marketing team is working on how best to incorporate the new name into our brand identity. More work will be done and the College will be meeting with the Musqueam more to continue building on the relationship. L. Trotter thanked Musqueam for their goodwill, and Chief W. Sparrow, Elder S. Pointe, Elder-in-Residence and former Chief of the Musqueam Nation G. Sparrow, L. Railton, C. Munro, L. Fisher, J. Wilson, and all those who have been involved and helped achieve this milestone.

L. Trotter also advised that G. Sparrow recently worked with Chief Sparrow and a Musqueam artist D. Sparrow who had integrated the design from Musqueam into the presidential regalia for convocation.

In response to questions and comments around seats and scholarships dedicated to Musqueam students, C. Munro advised that currently there are Musqueam students taking the advantage of the Aboriginal Transfer Program, and the College will have

further discussions with Musqueam to go beyond and find more ways to work together.

- Also on January 11, 2016, International Education department hosted the Takudai Seijin Shiki “Coming of Age” Ceremony for students who reached their age of 20. The College has a relationship with Takushoku University in Japan for 38 years. Each year the University sends some students to study English at Langara and the students would donate a tree with a plaque to the College upon completing their studies to commemorate their time at Langara.

I. Humphreys, who attended the Takudai Ceremony while President Trotter was at the Musqueam Naming Ceremony, added that each Takudai student spoke about what this event meant to them in English at the Takudai Ceremony. To honour the significance of the event to these students, the College would normally invite Consul General of Japan in Vancouver to attend the event. This year, Deputy Consul General Mr. Akira Uchida attended the event as the Consul General had other commitment. Many homestay parents were also in attendance. Students were greatly appreciative of the College’s efforts in hosting this event and the participation from their host families.

- The College hosted a Retirees Wine & Appetizer event on January 21, 2016. Over 90 retirees attended the event and each retiree received a commemorative pin. Many staff also joined the event to help welcome the retirees. L. Trotter thanked G. Krause for her leadership in creating this event, and D. Douglas, D. Palmer, R. Macqueen and all those helped planning and organizing the event for their support.
- Two employee town halls were held to roll out the new 2020 Strategic Plan that was created after many consultations between October 2014 and October 2015 and approved by the Board in November 2015. L. Trotter thanked I. Humphreys and his team for their leadership and organizing a number of town halls, external consultant N. Tsangarakis for his guidance, and all employees who participated and provided their feedback through town halls or online.
- The graduation ceremony for Langara’s first graduating class of the Continuing Studies Registered Massage Therapy Diploma program was held on January 15, 2016. L. Trotter thanked D. Thorpe and his team for their work making the program the first public program offered and accredited in British Columbia, and hosting the graduation ceremony.

### **Other**

M. Heldman advised that the College is expecting a protest around 12:30 pm today that is being put on by the Animal Defense & Anti-Vivisection Society of British Columbia. Communications and Marketing department, Campus Security, Vancouver Policy Department, and biology faculty have all been advised. All media inquiries should be directed to L. Fisher, Director of Communications and Marketing.

There being no further business, the meeting was adjourned at 10:26 a.m.