

**LANGARA COUNCIL**  
**Minutes of a Meeting**  
**held on Tuesday, October 31, 2017**  
**Board Room B141 at 0930 hours**

**Members:**

Antonella Alves	Ian Humphreys	Dawn Palmer
Jim Bowers	Gerda Krause	Ajay Patel
Michele Bowers	Gurbax Leelh (regrets)	Richard Ouellet
Jacqueline Bradshaw	Robin Macqueen	Roger Semmens
Patricia Cia	Ian McBain	Viktor Sokha
Eleanor Clarke	Scott McLean	Tomo Tanaka
Laura Cullen (regrets)	Clayton Munro	Daniel Thorpe
Margaret Heldman	Kristine Nellis	Lane Trotter (regrets)

**Guests:**

Geoffery Hewson, Associate Director, Product Management  
Jag Madan, Chief Information Officer

**Recorder:**

Alice Hsu, Executive Assistant to the President

I. Humphreys chaired the meeting in the absence of President Trotter.

Prior to the start of the meeting, I. Humphreys welcomed two new Council members: E. Clark, Chair, Langara College Administrators' Association (LCAA) and R. Quellet, Director, Aboriginal Education and Services, and guests G. Hewson and J. Madan.

**1. REVIEW OF AGENDA**

The agenda was approved with moving 4. b) ERP Project Update under 3. a) IT Update.

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

**a) Draft Minutes of the Meeting held on October 10, 2017**

The minutes of the meeting held on October 10, 2017 were accepted.

**3. STANDING ITEMS**

**a) IT Update**

V. Sokha advised that in the past few months IT has been working on the draft Request for Proposal (RFP) for a new Enterprise Resource Planning (ERP) system for the College and introduced G. Hewson and J. Madan to give a presentation on the progress to-date and timeline of the RFP process. The draft RFP had been reviewed by the Senior Leadership

**Langara.**

THE COLLEGE OF HIGHER LEARNING.

Team and will be presented to the Board's Audit and Finance Committee next and then seeking for final approval from the College Board at its November 2017 meeting. Once approved by the Board, the RFP will be posted on BC Bid.

Discussions ensued and members' questions were answered.

V. Sokha thanked J. Madan, G. Hewson and all members of the ERP Task Force for their hard work on creating the RFP within a tight timeframe.

J. Madan noted that further questions about the ERP project can be sent to [erpproject@langara.ca](mailto:erpproject@langara.ca) and the questions will be answered by the ERP Task Force.

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

##### **a) President's Report**

In the absence of President Trotter, I. Humphreys advised Langara Council members to read the President's Report attached to the agenda and pass on any questions to the President through A. Hsu.

There being no further business, the meeting was adjourned at 09:59 a.m.