

LANGARA COUNCIL
Minutes of a Meeting
held on Tuesday, November 21, 2017
Board Room B141 at 0930 hours

Members:

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

Guests:

Chris Arnold-Forster, Director, Organizational Risk & Internal Controls
Betty Ing, Representative, Langara College Administrators' Association
Peter Ko, Langara Student and Campaign Associate, United Way of the Lower Mainland
Stephanie Koonar, Member, Langara United Way Campaign Committee
Donna MacIntosh, Assistant Director, Resource Development, United Way of the Lower Mainland
Sarah Martin, United Way of the Lower Mainland Impact Speaker
Joanne Rajotte, Co-Chair, Langara United Way Campaign Committee
Stephen Thomson, Member, Langara United Way Campaign Committee

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter introduced each of the guests in attendance and invited D. MacIntosh to briefly talk about what United Way does, its Campaign Associate Program and how our donations impact communities. D. MacIntosh then introduced S. Martin, who gave a speech on her personal experience with United Way and how United Way made a difference to her life. In closing, D. MacIntosh advised some gifting options. J. Rajotte added that the College has raised nearly \$1,500 since this March (before counting pledges) and \$40,000 is the goal for our 2017 campaign.

L. Trotter thanked guests from United Way of the Lower Mainland for their speeches. He also thanked members of Langara United Way Campaign Committee for volunteering their time.

1. REVIEW OF AGENDA

The agenda was approved as distributed.

Langara.

THE COLLEGE OF HIGHER LEARNING.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held on October 31, 2017

The minutes of the meeting held on October 31, 2017 were accepted.

3. STANDING ITEMS

a) IT Update

V. Sokha reported on the following major projects undertaken by IT:

- Enterprise Resource Planning (ERP) Renewal Project – The Request for Proposal (RFP) for the ERP is ready and will be presented to the Board for its approval at its meeting scheduled for November 23, 2017. At the meanwhile, the ERP Task Force has created several Evaluation Committees that will be working on the submissions from vendors.
- Printer Replacement Project – The first phase of installing new Ricoh multifunctional devices (MFDs) to replace all Canon devices on campus for employees has been completed and ID cards will be issued soon. As well, Ricoh has just hired a technician who will work on campus full-time and this will help reduce the service response time.
- Banner Update – The update that was originally scheduled for October will now be deployed on December 22, 2017. This is the big update IT has been preparing for almost a year. Since the work will be done over the winter break, the impact to systems that might be down during the update is expected to be low.

4. CURRICULUM ITEMS

a) Education Council Meeting held on October 24, 2017

G. Krause referred to the summary report attached to the agenda for the Education Council meeting held on October 24, 2017 and highlighted the following:

- History has a new course HIST 1120 – War and Society and Financial Management also has three new courses that are important for the Advanced Certificate in Accounting program.
- Fashion Photo Styling & Production Certificate is a new program offered by Continuing Studies and is eligible for student financial aid.

The Education Council summary report for October 24, 2017 was received for information.

5. FOR ACTION

a) Revised Policy D1003 – Recognition and Achievement Awards

Refer to the draft revised Policy D1003 – Recognition and Achievement Awards and Procedures and Nomination Criteria attached to the agenda, M. Heldman advised this policy was first approved by the College in 2006. It targets specifically excellence in service, leadership, and teaching. Since then, the College undertook a mandate to increase applied research and social innovation through scholarly activity. The Scholarly Activity Steering Committee asked Langara Council to endorse the recommended policy and procedure revisions to include scholarly excellence as one of the nomination and awarding criteria.

D. Palmer urged Council members to help distribute the information to their departments to encourage nominations for the 2018 Recognition and Achievement Awards.

It was moved by M. Heldman, seconded by L. Cullen:

THAT, revised Policy D1003 – Recognition and Achievement Awards be recommended to the President for approval.

Carried Unanimously.

[It was noted that M. Heldman left the meeting at 10:03 a.m.]

b) Policy H1002 – Sustainability

C. Arnold-Forster advised that Policy H1002 – Sustainability is a new College policy proposed by the Academic Plan Action Group (APAG). The purpose is to establish the baseline and provide advice to Senior Leadership on how we go forward and develop our sustainability practices at the College. This policy is not focused on the sustainability in any specific area but to establish our culture to do things in a sustainable manner in general.

G. Krause provided the background on what drove the APAG creating the Sustainability Policy.

Discussions ensued and members' questions were answered.

It was moved by G. Krause, seconded by D. Thorpe:

THAT, Policy H1002 – Sustainability be recommended to the President for approval.

Carried Unanimously.

6. FOR INFORMATION

a) President's Report

L. Trotter reported on the following:

- A paper he started writing three years ago with a Fanshawe colleague has been accepted for publication.

- He regretted not being able to attend this year's Outstanding Alumni Awards event held on November 1, 2017 due to illness, and thanked the Langara College Foundation team for their work and congratulated this year's award winners.
- He attended the Asia Pacific Foundation of Canada Board of Directors Dinner held on November 15, 2017. He advised that Asia Pacific Foundation is sponsoring two of our domestic students in the computer program to complete their co-op program in India. These are the two of the thirty-six students they are sponsoring under their commitment to building strong ties between Canada and Asia Pacific region. At the dinner, their Board talked about building the links, benefits to Canada and Canada's responsibilities in the world.
- Invited by United Way and Simon Fraser University, he attended the Donors to the National Philanthropy Day lunch on November 16, 2017 and had the opportunity to meet with some of the Outstanding Philanthropists being awarded at this event.

There being no further business, the meeting was adjourned at 10:13 a.m.