

LANGARA COUNCIL
Minutes of a Meeting
held on June 22, 2021
via Zoom meeting at 9:30 a.m.

Participants:

Pauline Greaves Aylward	Marianne Gianacopoulos	Robin Macqueen
Elizabeth Barbeau	Jody Gordon	Jane Mason
Darren Bernaerdt	Margaret Heldman (regrets)	Wanda Pierson
Jim Bowers	Kerri Janota	Terri Rear
Steven Brouse	Susan Kelsall	Viktor Sokha
Patricia Cia	Gerda Krause	Ann Syme
David Cresswell*	Gurbax Leelh	Lane Trotter, Chair
Sandra Enns (regrets)	Julie Longo	Yusuf Varachia
Nora Franzova	Tess MacMillan (regrets)	Pablo Vargas

* non-voting

Guests:

Parizad Mistry, Director, HR Services, People and Culture
Jan Smith, Registrar, Registrar & Enrolment Services
Brad Van Dam, Director, Langara Global
Larry Xiong, Director, Institutional Research

Recorder:

Alice Hsu, Executive Assistant to the President

Prior to the start of the meeting, L. Trotter introduced new Council member P. Greaves Aylward, President of Langara Faculty Association, and guests P. Mistry, J. Smith, B. Van Dam, and L. Xiong.

1. APPROVAL OF AGENDA/CONSENT AGENDA

- a) Draft Minutes of the Meeting held on May 25, 2021
- b) Workday@Langara Update
- c) IT Update
- d) Summary Report of the May 18, 2021 Education Council Meeting
- e) President's Report

It was moved by P. Cia, seconded by N. Franzova:

THAT, the Langara Council approve the agenda/consent agenda and acknowledge receipt of the consent agenda materials for information.

Carried Unanimously.

2. FOR ACTION

- a) **Revised Policy D2003 – Proof of Educational and Professional Credentials**

P. Mistry referred to the draft revised Policy D2003 – Proof of Educational and Professional Credentials attached to the agenda and advised that the policy has been updated to align

with the process that has been updated during the COVID pandemic. Essentially People and Culture has streamlined and automated the process to manage risk better, remove the burden of coming on campus and physically presenting original transcripts from employees, and make the process much faster.

Discussions ensued and P. Mistry and J. Mason answered Council members' questions around the reference check mentioned in step 2 of the procedures document and the process for providing an updated credential. P. Mistry clarified that the reference check mentioned in the procedures document is specifically referring to credential verification, which is one part of the entire reference check and selection process, and agreed to revise the sentence for clarity.

It was moved by A. Syme, seconded by J. Bowers:

THAT, the revised Policy D2003 – Proof of Educational and Professional Credentials, with rephrased sentence around the reference check mentioned in step 2 of the procedures document for clarity, be recommended to the President for approval.

Carried Unanimously.

[P. Mistry exited the meeting at 9:44 a.m.]

3. FOR INFORMATION

a) Draft 2020-21 Accountability Plan and Report

Y. Varachia advised that the Accountability Plan and Report is a government-mandated annual report for the College to report on our achievements in fulfilling its performance targets and our plans. Due to the COVID pandemic situation, the College is only required to report on our progress made in 2020/21 in response to the government mandate priorities as the government has waived all institutions from reporting their plans for 2021/22.

L. Xiong added that the performance targets are set by the government. For the past few years, the government has put in very specific priorities that each institution is required to report back based on the mandate letter for each institution. For 2020/21, the College met almost all the targets set by the government except the FTE target set for the number of student spaces in developmental programs in 2020/21. L. Xiong thanked all the departments and individuals who contributed to making this report possible.

Discussions ensued and L. Xiong, Y. Varachia, and L. Trotter answered the Council members' questions around the government's expectations for the next year, the relation between the annual mandate letter and the response provided in the College's annual Accountability Plan and Report, and the Indigenous Language Degree and Diploma Programs and student transfer experience mentioned in the 2020/21 report.

L. Trotter thanked L. Xiong, his team, Communications and Marketing, and everyone who helped put this detailed and informative report together.

[L. Xiong exited the meeting at 9:56 a.m.]

b) Fall Enrolment Update

B. Van Dam first provided an update on the international front including the virtual activities the recruitment team has been doing, the enrolment headcount target and achievement, the number of applications and offers accepted comparing to the past few years, how students can reactivate their application for the future if they received an offer but did not accept it before the international admissions for Fall 2021 were closed, the current status of study permit processing, and the official travel ban for direct flights from India to Canada, its impact and support provided by our quarantine support team to students who are able to arrive Canada through a different route.

On the domestic front, B. Van Dam advised that so far the numbers of offers accepted by domestic students have been fluctuating week by week. He also provided an update on the effort the Langara Global has put into domestic recruitment including having a full domestic recruitment team, working with Communications and Marketing on a brand new campaign directed at domestic students to encourage them to accept their offers from the College and register courses, supporting academic departments on their specific recruitment needs, hosting daily drop-in sessions for prospective students, and contacting high school districts and high school counselors to support students who are still looking for enrollment at an institution to continue their education in the fall.

J. Smith added that, while the domestic number of offers accepted shows a drop this week, it represents a fairly small number. She advised that the registration for Fall 2021 has started yesterday, and provided a comparison to the numbers from Fall 2019 and Fall 2020. She also advised that some international students are offered an earlier registration time compared to previous years as some of them cannot come to Canada due to the COVID restrictions. The latest enrolment figures can be found on the Enrolment Dashboard in Tableau that has been updated by Institutional Research.

Lastly, J. Smith advised that the results from the June 2021 student survey have just been posted to the Langara Post. Vaccination intentional rates are up significantly comparing to the results from the last student survey conducted in May 2021 (85% vs. 76% of students indicated that they have already been or plan to get vaccinated). Overall we are trending in the right direction in terms of students being comfortable returning to campus in the fall.

Discussions ensued and B. Van Dam answered the Council members' questions around the new team members and their roles in Langara Global, and the exceptional programs and cases that might still accept international students after the international admissions were closed.

[N. Franzova exited the meeting at 10:12 a.m.]

c) IE Graduation Application Proposal

J. Gordon advised that J. Smith and her team moved forward with the change detailed in the IE Graduation Application Proposal attached to the agenda as a result of concerns raised by students about the previous process. The new process is more clear and student friendly.

J. Smith advised that students require a letter from the College for their postgraduate work permit application package to confirm they will receive their credentials before they actually receive their parchment. In the past, students would need to apply for graduation and then this letter separately by a deadline. Many students found this process confusing or were unaware that they needed to submit two separate applications, hence caused a delay in receiving the letter and submitting their postgraduate work permit application. The new process combined the past two applications into one. Without changing the total cost, students now only need to submit one application and pay the fees at once to cover both their graduation application and the letter confirming their graduation. This change has been consulted with and received support from Langara Student Union, Finance, and Langara Global.

J. Bowers, B. Van Dam, and L. Trotter thanked J. Smith and her team for listening to our students and taking a student-centered approach to streamline the process.

OTHER

L. Trotter thanked all Council members for the work they have done over this academic year. He encouraged everyone to get vaccinated and wished everyone a great summer.

There being no further business, the meeting was adjourned at 10:18 am.