



**Members:**

Edward Alva (absent)  
Linda Arnold  
Alan Cooper  
Laura Cullen  
Deanna Douglas  
Penny Gallagher  
Martin Gerson  
Marg Heldman (absent)  
Linda Holmes (absent)  
Jim Hooton (0945 hours)  
Ken Jillings

Reba Noel (absent)  
Pam Novak-Cawley  
Brian Pendleton  
David Pepper  
Christine Peterson (absent)  
Lynn Scarborough  
Roger Semmens  
Doug Soo  
Dennis Steeves  
Gloria Swadden  
Nancy Wickham

**Guests:**

Chris Chow (for Reba Noel)  
Barry Coulson  
Wendy Low

Mehdi Nathoo  
Ken Pawlak

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In the absence of L. Holmes, the meeting was chaired by D. Douglas, Bursar and Acting President.

**1. REVIEW OF AGENDA**

The agenda was approved with the following addition and the re-ordering of the items under 4. Information.

4a. Benefit Fund Raiser - Michael Kuttner Family Trust Fund

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

**a. Draft Minutes of the Meeting held on February 8, 2005**

Referencing page 2, item 4a. of the draft minutes, it was noted that Department Chairs were omitted from those who participated in discussions regarding Student Recruitment Department Chairs.

It was moved by L. Cullen, seconded by P. Novak-Cawley

**THAT, the minutes of the Langara Council meeting held on February 8, 2005 be approved with the following correction: page 2, item 4a.; second sentence to read "It was noted that the report represents the results of discussions between Deans, Division Chairs, Department Chairs and Coordinators ..."** .

Carried.

3. **ACTION ITEMS**

Nil.

4. **INFORMATION ITEMS**

**a. Benefit Fund Raiser – Michael Kuttner Family Trust Fund**

R. Semmens noted that there is a fund raiser being held on Friday, March 4, 2005 to benefit the Michael Kuttner Family Trust Fund. The event includes a burger and drink at the Penny Lane Pub and transportation via a chartered bus to and from the Pacific Coliseum to attend a Vancouver Giants hockey game. He noted that tickets can be purchased from Julia Denholm at local 5273 and that 25% of the ticket proceeds will be donated to the Trust Fund.

**b. 2005/06 Budget**

D. Douglas referenced the 2005/06 Operating Capital Plan as attached to the agenda, noting that the list now reflects a revised estimate that is close to the \$500,000 annual budget referred to in previous meetings. It was noted that work needs to continue to reduce the 2006/07 and 2007/08 lists to \$500,000 each with an ultimate goal of preparing a six-year plan.

D. Douglas distributed a copy of the proposal prepared by M. Heldman for her division's six-year Capital plan ending 2010 and referencing the format as a good example, requested that all submissions be made using the same template. It was noted that at a minimum, revised Capital Plans for 2006/07 and 2007/08 must be submitted by 0900 hours, Friday, February 18, 2005, and if possible, plans should be submitted up to and including 2009/10.

D. Douglas detailed the information contained in a document distributed at the table titled 2005-06 Budget (dated February 15, 2005). In summary, it was noted that the original shortfall as identified on January 11, 2005 has been reduced to approximately \$240,000.

D. Douglas noted that a tuition fee increase of 2% for both international and domestic fees would eliminate the shortfall and create funding for the first three items as identified on the Enhancement list. With that information, and in recognition of the reduction of capital requests, D. Douglas sought and received agreement from Council that priority item 2 on the Enhancement list, IMS College Wide Facilities (smart classrooms) should remain on the list.

It was noted that a proposal for a tuition fee increase would need to go forward to the next Administration and Finance Committee meeting of the Board in order to be compliant with the College Board Tuition Fee By-Law that stipulates a 60-day notice period. A recommendation would then need to be presented at the Board meeting scheduled for February 24, 2005.

It was moved by D. Steeves; seconded by J. Hooton

**THAT Langara Council support the approach contained in the budget document titled “2005-06 Budget”, dated February 15, 2005.**

**Carried.**

D. Douglas noted that it is hoped that detailed budget information will be forthcoming from the Ministry shortly and noted that this may change the numbers being proposed at the present time. Any revisions will be presented at the next Langara Council meeting, which will also include another discussion on Capital.

There being no further discussion, the meeting was adjourned at 1005 hours.