



Members:

Antonella Alves
Linda Arnold
Lynn Carter
Laura Cullen
Deanna Douglas
Jesse Embree (absent)
Martin Gerson
Marg Heldman
Ian Humphreys
Ken Jillings
Terry Kornutiak
Wendy Low

Anne MacMillan
Grace Makarewicz
Michael Marriott (absent)
Gordon McNeil
Kevin Paul
Ken Pawlak
Brian Pendleton (absent)
Joanne Rajotte
David Ross, Chair
Roger Semmens (absent)
Doug Soo
Chris Vincent

Guests:

Chris Arnold-Forster
Derek Scott

Barry Coulson

Prior to the start of the meeting, D. Ross welcomed new Council members Gordon McNeil, Director of International Education; Ian Humphreys, Acting Director of Communications and Marketing; and Anne MacMillan, Assistant Registrar. He also welcomed visitors Chris Arnold-Forster, Internal Control Consultant; Barry Coulson, Director of Finance; and Derek Scott, Voice Journalism Student.

1. REVIEW OF AGENDA

The agenda was approved with the following addition:

4. Information Items
 - b) Strategic Planning Process Update

2. REVIEW OF MINUTES AND BUSINESS ARISING

- a) **Draft Minutes of the Meeting held on January 27, 2009**

The minutes were approved as circulated.

3. ACTION ITEMS

- a) **Policy C1002 – Signing Authority**

D. Douglas introduced C. Arnold-Forster who presented Policy C1002 – Signing Authority attached to the agenda. The policy was developed to address a number of audit requirements to be in place by the end of March 2009 for the new audit year. Discussion ensued and a number of

changes were recommended. It was agreed that the revised draft policy be returned to Langara Council at its next meeting for final discussion and approval.

b) Policy C1003 – Purchasing

D. Douglas highlighted J. Strachan's memo and Policy C1003 – Purchasing attached to the agenda. Changes were made to the policy to bring it into compliance with legislation effective April 1, 2009.

It was moved by D. Douglas, seconded by L. Cullen

THAT, Policy C1003 – Purchasing be approved with the noted changes.

Carried.

c) 2009/2010 Budget

D. Ross provided an update on the recent Provincial Budget announcement. The Government Letter of Expectations (GLE) is expected to be released by early April.

D. Douglas introduced B. Coulson who highlighted the Budget Summary attached to the agenda. It was noted that due to expense and revenue adjustments, the \$2.6M budget shortfall has been reduced to approximately \$1.6M. Increases in International Tuition Fees and Material Fees would further reduce the budget shortfall to approximately \$1.1M.

D. Douglas recommended approval of an increase in International Tuition Fees from \$425.00 per credit to \$465.00 per credit, an increase of 9.41%, effective May 1, 2009.

It was moved by M. Gerson, seconded by L. Arnold

THAT, International Tuition Fees be increased from \$425.00 per credit to \$465.00 per credit, effective May 1, 2009.

Carried.

D. Douglas recommended approval of an increase in Building Legacy Fund Fees from \$30.60 to \$31.20, effective May 1, 2009.

It was moved by D. Douglas, seconded by W. Low

THAT, Building Legacy Fund Fees be increased from \$30.60 to \$31.20 effective May 1, 2009.

Carried.

D. Douglas distributed at the table a list of Material Fees which outlined the impact of a 2% increase. Although the increase seems low, it is not possible to seek greater than 2% annually.

It was moved by D. Douglas, seconded by K. Pawlak

THAT, Material Fees be increased by 2% as described on the Material Fees list.

Carried.

C. Vincent noted that cost-sharing for the printing and postage of the U-Pass was approved by the LSU Executive, a savings to the college of approximately \$24,000.

4. INFORMATION ITEMS

a) 2010 Olympics – Planning Update

K. Jillings provided an update regarding College activities during the 2010 Olympics. Classes will be adjusted and the College will remain open with staffing levels determined by individual departments. Parking will be limited as VANOC has exclusive rights to parking. Discussion ensued and it was determined that once Translink has announced its transportation plan, it will be clearer what can be communicated to students regarding what levels of service will be available during this period. L. Arnold noted that she will confer with Division Chairs and develop a set of guidelines so students will not be disadvantaged and will have a clear understanding of what services to expect. The document will be brought to a future Langara Council meeting for discussion.

FUTURE AGENDA ITEM

b) Strategic Planning Process Update

D. Ross provided an update on the Strategic Planning Process noting that first steps of the College phase began with the online survey. The College Board will be starting their phase of the process at a retreat on Friday, February 27th and Saturday, February 28th. A draft document will be developed in March and will be shared with focus groups with a final document being prepared by June.

There being no further discussion, the meeting was adjourned at 1050 hours.