

# LANGARA COLLEGE

## MINUTES Langara Council Meeting held on Tuesday, May 4, 2010 Room C408 at 0935 hours

### **Members:**

Fraser Archibald  
Linda Arnold  
Lynn Carter  
Chris Chow  
Jason Costa (absent)  
Laura Cullen  
Caitlin Davidson-King (absent)  
Deanna Douglas  
Charlotte French  
Martin Gerson  
Margaret Heldman  
Ian Humphreys  
Ken Jillings

Gerda Krause  
Grace Makarewicz (absent)  
Michael Marriott  
Gordon McNeil  
Ajay Patel  
Kevin Paul  
Brian Pendleton  
Joanne Rajotte  
David Ross  
Roger Semmens  
Doug Soo  
Tomo Tanaka

### **Guests:**

Mel Fearman, Manager, Building Services  
Korena Jang, Executive Assistant to the President and Board of Governors

D. Ross welcomed A. Patel, Division Chair, Health Sciences and T. Tanaka, Division Chair, Creative Arts whose official terms as Division Chairs commenced May 1, 2010.

### **1. REVIEW OF AGENDA**

The agenda was approved with the following additions:

- Item 4c) Ministry Update
- Item 4d) Artsfest 2010

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

#### **a) Draft Minutes of the Meeting held March 9, 2010**

The Minutes of the Meeting held on March 9, 2010 were approved as attached to the agenda.

### **3. CURRICULUM ITEMS**

#### **a) Education Council Meeting held on March 23, 2010**

L. Cullen highlighted the summary report of the Education Council meeting held on March 23, 2010 noting a number of program changes and a Memorandum of Understanding with Royal

Roads University for block transfer. L. Arnold provided an update on the status of the Business and Performing Arts Degree.

**b) Education Council Meeting held on April 27, 2010**

L. Cullen highlighted the summary report of the Education Council meeting held on April 27, 2010 and noted a number of program changes, new program proposals, a new course in Psychology, and the presentation of Risk Management Manuals which were developed to help guide faculty teaching in the field.

There were no items with financial implications.

The Education Council Summary Reports for March 23, 2010 and April 27, 2010 were received for information.

**4. FOR INFORMATION**

**a) Langara College Emergency Procedures Quick Guide**

D. Douglas introduced M. Fearman who distributed the Langara College Emergency Procedures Quick Guide which was created as an outcome of the Emergency Management Planning process. The Quick Guide informs the college community of the College's plan for handling various emergencies and will be placed in all classrooms, labs and office suites throughout the campus providing easy access to emergency procedures. Changes to Occupational First Aid Responders, as mandated by WorkSafe BC, are being performed to transfer responsibility from employees to security personnel to ensure that responders are available 24-hours. M. Fearman noted that the Emergency Management Plan is undergoing its final revisions and the Emergency Response Teams (ERT) and Emergency Operations Centre (EOC) will complete another round of training sessions which will incorporate the emergency equipment and supplies that will be stored on campus. Training will continue to take place to keep people up-to-date on procedures and how to handle emergency situations.

[It was noted that M. Marriott left the meeting at 1000 hours]

**b) Executive Director, College Advancement – Search Update**

D. Ross provided an update on the search for an Executive Director, College Advancement noting that the College has retained the services of an executive search firm specializing in advancement and philanthropy to assist with the search.

**c) Ministry Update**

D. Ross noted that he has had an opportunity to meet Dr. Philip Steenkamp, Deputy Minister, and Dr. Mark Zacharias, Assistant Deputy Minister of the Ministry of Advanced Education and Labour Market Development's Post Secondary Education Division.

During discussions with Ministry personnel, it has been suggested that areas to be further developed include: international education; aboriginal programming; and science.

**Minutes of a Langara Council Meeting  
held on Tuesday, May 4, 2010**

**d) Artsfest 2010**

D. Ross noted that the 6th annual Artsfest celebration to showcase the work of Creative & Applied Arts graduates was underway (April 12 - May 6) and invited members to provide feedback on how the College might leverage the opportunity in future years to maximize connections with the college's internal and external community. Discussion ensued and there was concurrence that it would be important to identify the target audience and establish measurable outcomes including a "return on investment". It was noted that planning for this event starts well in advance, with a group of individuals who are committed to its success and would welcome the feedback which T. Tanaka will convey.

There being no further business, the meeting was adjourned at 1105 hours (11:05 a.m.).